

Spokane Neighborhoods Community Assembly

“Provide a vehicle to empower Neighborhood Councils’ participation in government.”



Meeting Agenda for Thursday, February 1, 2024

5:30 to 7:30 p.m., The Hive

Proposed Agenda Subject to Change

Please review previous month's minutes:

*Community Assembly Minutes: January 4, 2024



Administrative

| <u>Agenda Item</u> | <u>Time</u> | <u>Action</u> | <u>Page</u> |
|--|--------------|---------------|-------------------|
| 1. Introductions (Facilitator) | 3 min (5:30) | Intro | - |
| 2. Proposed Agenda (Facilitator)..... | 2 min (5:33) | Approve | 1 |
| • Including Core Values, Purpose, Rules of Order | | | |
| 3. Approve/Amend Minutes (Facilitator) | 5 min (5:35) | Approve | 2 |
| 4. Admin Committee Action Items (Randy McGlenn)..... | 5 min (5:40) | Oral Report | - |

Open Forum

| | | | |
|--|---------------|--------------|---|
| 5. Reports/Updates/Announcements | 10 min (5:45) | Oral Reports | - |
|--|---------------|--------------|---|

Agenda

| | | | |
|---|---------------|-----------------|-------------------|
| 6. ONS Update (Patrick Striker)..... | 5 min (5:55) | Oral Report | - |
| 7. Planning for Neighborhood Parks (Nick Hamad) | 15 min (6:00) | Presentation | 5 |
| 8. Community Engagement Follow-Up (Luke Tolley)..... | 20 min (6:15) | Discussion | - |
| 9. 2024 Community Assembly Goals (Randy McGlenn)..... | 15 min (6:35) | Discussion | - |
| 10. CA Committee Updates (Committee Chairs) | 25 min (6:50) | Oral Report | - |
| 11. Upcoming CA/CC Meeting (Randy McGlenn) | 15 min (7:15) | Discussion | - |
| 12. Roundtable Discussion | 10 min (7:30) | Open Discussion | - |
| 13. Actionable Items Review | 5 min (7:40) | Report | - |

Other Written Reports

Committee Reports, Agendas, Minutes, etc.

| | |
|--|--------------------|
| • Administrative Committee | 32 |
| • Budget Committee | 34 |
| • Building Stronger Neighborhoods Committee (BSN) | 36 |
| • Community Assembly/Community Development Committee (CA/CD) | |
| • Land Use Committee | 40 |
| • Liaison Committee | 41 |
| • Neighborhood Safety Committee | |
| • Policies and Procedures Committee (P&P) | 42 |
| • Pedestrian, Traffic, and Transportation Committee (PeTT) | 43 |

Liaisons and CA Representation on Outside Boards and Committees Reports (Liaison Committee)

| | |
|---|--------------------|
| • Citizens Transportation Advisory Board (CTAB) Liaison Report..... | 45 |
| • Community Housing and Human Services (CHHS) Liaison Report | 55 |
| • Design Review Board Liaison Report..... | |
| • Plan Commission Liaison Report | 58 |
| • Urban Forestry-Citizen Advisory Committee Representative Report..... | |
| • Housing Action Subcommittee Liaison Report..... | 61 |
| • Plan Commission Transportation Subcommittee Liaison Report | |
| • Park Board Development and Volunteer Committee Representative Reports | |

**** IF YOU CAN'T MAKE THE MEETING, PLEASE SEND YOUR ALTERNATE! ****

Community Assembly Draft Minutes

Prepared by: Office of Neighborhood Services

January 4, 2023, in-person at The Hive

Meeting called to order at 5:30 p.m. by Kelly Cruz

Present: Audubon-Downriver, Bemiss, Chief Garry Park, Cliff/Cannon, Comstock, East Central, Emerson-Garfield, Grandview-Thorpe, Hillyard, Lincoln Heights, Logan, Minnehaha, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Shiloh Hill, Southgate, West Central, West Hills, Whitman

Not Present: Balboa/South Indian Trail, Browne's Addition, Five Mile Prairie, Latah-Hangman, Manito-Cannon Hill, Nevada Heights

City Staff Present: Gabby Ryan, Patrick Striker [Office of Neighborhood Services (ONS)]

Guests: Kelly Cruz (Facilitator), Paul Kropp (Liaison Committee), Sandy Gill (North Hill), Susan (*last name illegible*) (West Hills), Jeff Braunschweig (Hillyard), Pia Hallenberg (Riverside), Kris Neely (Southgate and Urban Forestry liaison), Shawn Terjeson (Lincoln Heights), Mike Gifford (West Hills), Bill Heaton (West Hills and Land Use Committee), Corey Quinn Childs (Hillyard), Sandy Wicht (Comstock)

ADMINISTRATIVE AGENDA ITEMS:

1. Introductions

2. Approve Proposed Agenda: Randy McGlenn Moved, Andy Hoyer seconded, motion passes unanimously.

3. Approve minutes: Fran Papenleuer moved, Cliff Winger seconded, motion passes unanimously with amendments.

- Paul pointed out that the November revised meeting minutes did not make it into the January packet. ONS and Randy will follow-up with the ONS. Note: Has been added to the January CA packet posted online.

4. Admin Committee Action Items

- Randy: None to mention.

OPEN FORUM:

5. Reports/Updates/Announcements

- Carol Tomsic: Working on 29th Ave pedestrian safety measures, proposal goes to committee review on January 10, and acted on at the City Council meeting on January 29. Please direct letters and comments towards City Council and Spencer Gardner (Planning).
- Leslie Hope: Community Housing and Human Services (CHHS) Board: Citizen Participation Plan comment period is open until January 18. CHHS has the plan posted online [\[HERE\]](#). Please review this document to get ideas on how to be involved in Community Development Block Grant (CDBG) fund allocations. Opportunities to be involved, give public comment on plan. [Spokane Homeless Connect](#) will be taking place on January 25. Additionally, CHHS staff changes are impacting programming.
- Cliff Winger: Looking at pedestrian safety measures including raised crosswalks and speed humps, hoping that these become options for using traffic calming dollars.

- Bill Heaton: Newly elected Chair of the Land Use Committee, wants to encourage neighborhoods to participate in the Land Use Committee, 12 open spots on the committee. Land Use will change their meeting time starting in February. They will start meeting on the 4th Thursday of the month at the West Central Community Center, Newton Room/ Zoom moving forward from 5:30-6:30 p.m.

AGENDA ITEMS:

6. ONS Update (Patrick Striker)

- No updates related to the Ordinance.
- Council President Wilkerson is likely to become the only council member attending CA meetings in the future.
- Gave an update on OWL camera locations. Now there are OWL cameras located at the Hive, Central, Liberty Park, Shadle Park, and South Hill libraries, for neighborhoods to check out for hybrid meetings.
- CA Inventory new purchases have come in and will be added to the list once they're tagged as City property. Check out process for items will be updated and communicated during the Community Engagement Grant training and via email to councils and CA members.

7. Hybrid CA Meeting (Randy McGlenn)

- Randy proposed that making CA meetings hybrid will make them more accessible to folks who can't make it to the meeting location by 5:30 p.m. due to childcare, work schedule, etc.
- Randy wants to offer up a guide on how to hold impactful/effective hybrid meetings, that includes fairness for folks in-person and online, protecting voting rights and participation.
- Leslie passed along a question on behalf of Tina related to worries about the clunkiness of allowing for online folks to vote or participation in discussion related to time restrictions vs. online attendees just observing. Paul mentioned the Webinar feature on Zoom that would allow for observation but not participation, and it's used in other City-related meetings. Randy did say that's an option that can/will/may be explored.
- Discussion of hybrid meetings occurred, with both support and hesitation voiced by reps. Support of the Webinar feature being used solely for broadcasting the meetings to public view to expand awareness of CA was supported (request for someone to still monitor online activity was also requested). Concerns about the behavior in the chat feature of Zoom during previous Zoom meetings was nasty, Randy offered to address all concerns related to the hybrid meetings, including a code of conduct for hybrid meetings.
- **Motion to extend 5 minutes, first extension.** Randy motioned; Debby Ryan seconded. Motion passes unanimously.
- **Motion to extend 5 minutes, final extension.** Debby motioned; Unknown who seconded. Motion passes unanimously.
- **Motion:** "Develop policies and procedures to enable the return to hybrid meetings contingent upon the approval of the P&P by the Community Assembly." Randy moved, Dan Knechtel seconded. Motion passes (23-yes, 1-no, 0-abstain)

8. Parks Development & Volunteer Committee Liaison (Lindsey Shaw)

- Lindsey was unable to attend due to emergency.

9. CA Awards/ Celebration Recap (Fran Papenleur)

- Fran thanked everyone for their nominations. Recapped the Good Neighbor Celebration on December 16, at the Hive. More than 60 people attended, 23 were recognized for Good Neighbor Award. Luke,

Tina, Fran, Amber and Pia put in a lot of work during the event. The Spirit of the CA award went to five CA reps (Dave Williams, Tina Luerksen, Fran Papenleu, Lorna Walsh, Luke Tolley).

- The Jeanette Harras Award was awarded to Anne Luttrell (Emerson-Garfield).
- The Lifetime Achievement Award was awarded to Victor Frazier (Audubon-Downriver).

10. CA Committee Updates (Committee Chairs)

- Budget: No meeting in December, next meeting will take place on January 22, from 7:00-8:30 p.m. at the West Central Community Center, hybrid meeting. Tyler and Amy Tamoush (Minnehaha) and Laura Johnson (Bemiss) are joining the Budget Committee, representing District 1 neighborhoods.
- Community Assembly/Community Development (CA/CD) Committee: Met twice in December. They can participate in the public comment processes for public participation plan. They want to work on a plan that brings forth recommendations to CHHS Dept on CDBG funding. They'll wait to schedule their next meeting once they receive guidance from CHHS staff on how they'll work together moving forward (due to current CHHS staffing changes).
- Neighborhood Safety: Last meeting had 20+ people attend, discussed public graffiti and included art-focused solutions. Next meeting January 30, from 6:00-7:00 p.m. at the Hive, presentation by Code Enforcement, also invited Spokane Police Dept.
- Policies and Procedures: Group will meet January 6 at 12:00 p.m. at the Hillyard Library. Folks have until February 5, at 5:00 p.m. to propose changes to the Community Assembly's Policies and Procedures document. Submit proposals for changes to Paul Kropp.
- Land Use: Meeting will be 4th Thursday of every month from now on at 5:30 p.m. at the West Central Community Center. The exception of this schedule will be this month's meeting, Wednesday, Jan. 24, at Central Library at 5:30 p.m..
- Building Stronger Neighborhoods: There was also a posthumous Lifetime Achievement Award given to Paul Hamilton during the Good Neighbor Celebration.

11. Roundtable Discussion

- Andy Hoyer: Joined CA eight years ago and remembers CA struggling to get quorum. He's encouraged by all the new folks attending CA meetings, including neighborhoods that previously had not attended for a long time.
- Ken Cruz: Brought up the news article about traffic calming dollars being spent on snow removal equipment for trails. Pedestrian, Traffic and Transportation (PeTT) Committee previously asked for City Council to account for all the things that Council planned to allocate traffic calming dollars to, so there is concern about traffic calming dollars being spent on items neighborhoods are unaware of.
- Kelly Cruz: Jack Geraghty, who served as mayor of Spokane from 1994 to 1997, passed away recently. He played a key role in the formation of the neighborhood council system. Recommended folks to read about the impact that he had in Spokane. The first 5 pages of the CA Handbook includes his community impact.

12. Actionable Items Review

- Randy will follow up on November minute amendments being included and shared with CA reps.

Motion to adjourn the meeting. Unknown who motioned & seconded. Motion passes unanimously.

Meeting adjourned at 6:44 p.m. Next meeting will be held Thursday Feb. 1, at 5:30 p.m.

Healthy Parks, Healthy Neighborhoods

Park Investment Levy - Overview

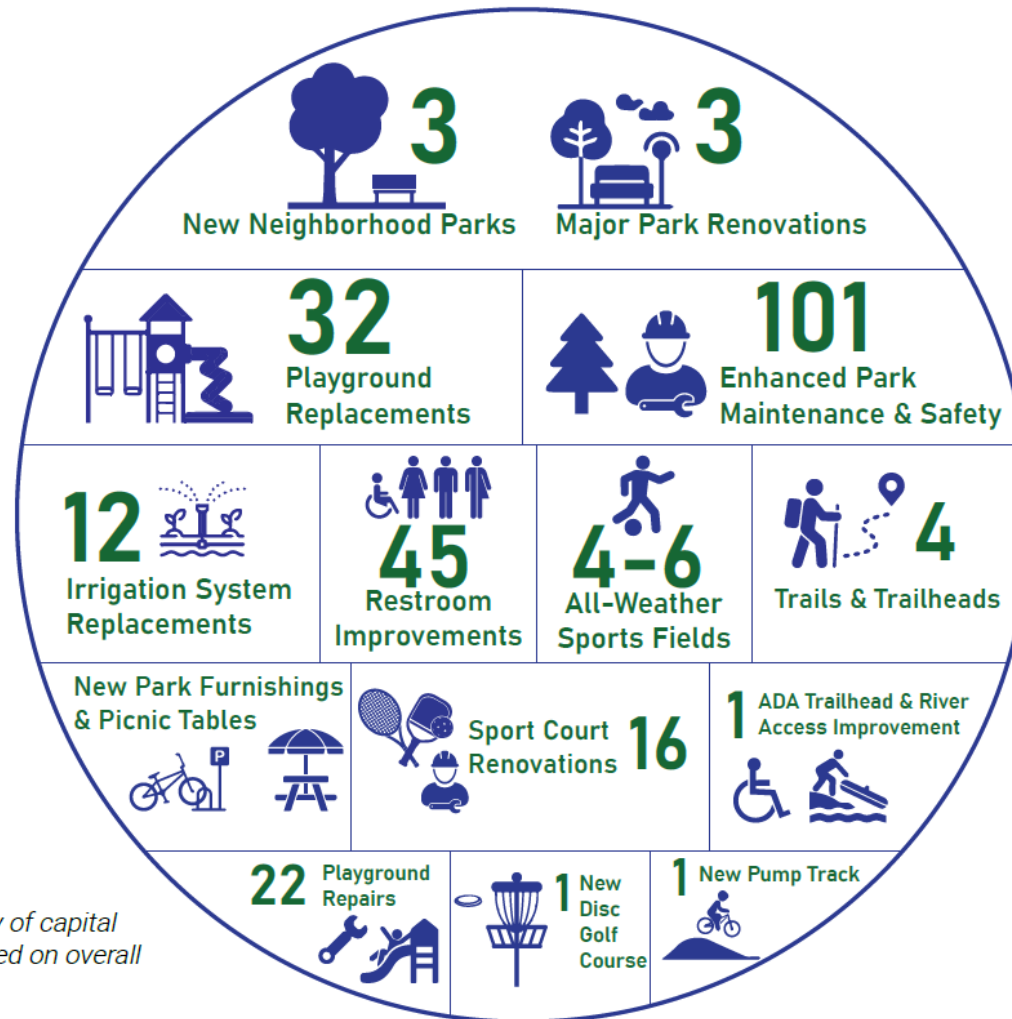


Figure 2 - Hierarchy of capital improvements based on overall budget allocation

Welcome – What is this all about?



What should we do Next?

HELP MAP THE FUTURE OF SPOKANE PARKS

Use our interactive map to tell us your ideas for opportunities or improvements throughout Spokane. Be part of the conversation as we look to the next ten years for Spokane's parks!

Visit SpokaneParksMasterPlan.org
and go to the Get Involved section to participate!



PRESERVE & PLAY

A community driven plan that is derived from the goals, desires and feedback obtained from over 5,000 Spokane residents.



One of fourteen pop-up events in the community to obtain input from a diverse range of people.



Residents of all ages were engaged to ensure the plan represents the needs of the entire community.

THEMES



LAND

All physical park properties, programming, and facilities that take place on City park lands

GOAL A. SERVING THE UNDER-RESOURCED

GOAL B. INLAND NORTHWEST LIVING

GOAL C. PRESERVE OUR WILD

WATER

All activities, facilities, and programming in and around natural and manufactured water features including rivers, streams, swimming holes, pools, and splash pads

GOAL D. SWIM AND SPLASH

GOAL E. CARE FOR AND ACTIVATE THE SPOKANE RIVER

GOAL F. IMPROVE WATER USE EFFICIENCY

PEOPLE

Goals and strategies related to how residents engage with and utilize parklands and programming

GOAL G. PARKS FOR ALL

GOAL H. BUILD AWARENESS

GOAL I. DIVERSITY OF OFFERINGS

GOAL J. CO-EXISTENCE

LEGACY

Ensure that all goals and actions contribute to continuing Spokane's heritage of renowned parks, recreation, and services

GOAL K. MAINTAIN AND CARE

GOAL L. FUNDING FUTURES

GOAL M. STRATEGIC ACQUISITIONS AND REAL ESTATE MANAGEMENT



Community Priorities

Top Tier Community Priorities:

- ▶ Better Playgrounds
- ▶ Better Restrooms
- ▶ Trailheads & Trails
- ▶ Enhanced general maintenance
- ▶ Address safety

2nd Tier Community Priorities

- ▶ Sport Courts
- ▶ Disc Golf Courses
- ▶ BMX / Skate Parks



Community Priorities

*Investment in neighborhood parks
is community priority*

**“Existing Dedicated Funding Sources Do Not Cover
Needed Capital and Operational Improvements”**



One of fourteen pop-up events in the community to obtain input from a diverse range of people.



Residents of all ages were engaged to ensure the plan represents the needs of the entire community.

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PEOPLE

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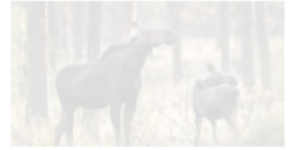
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GOAL K. MAINTAIN AND CARE

GOAL L. FUNDING FUTURES

GOAL M. STRATEGIC ACQUISITIONS AND REAL ESTATE MANAGEMENT



Key Background & Historical Investment



Historical Bond Investment – Special Use Facilities

► 2014 Riverfront Park

- Ice ribbon, carousel, N. Bank, pavilion, bridges

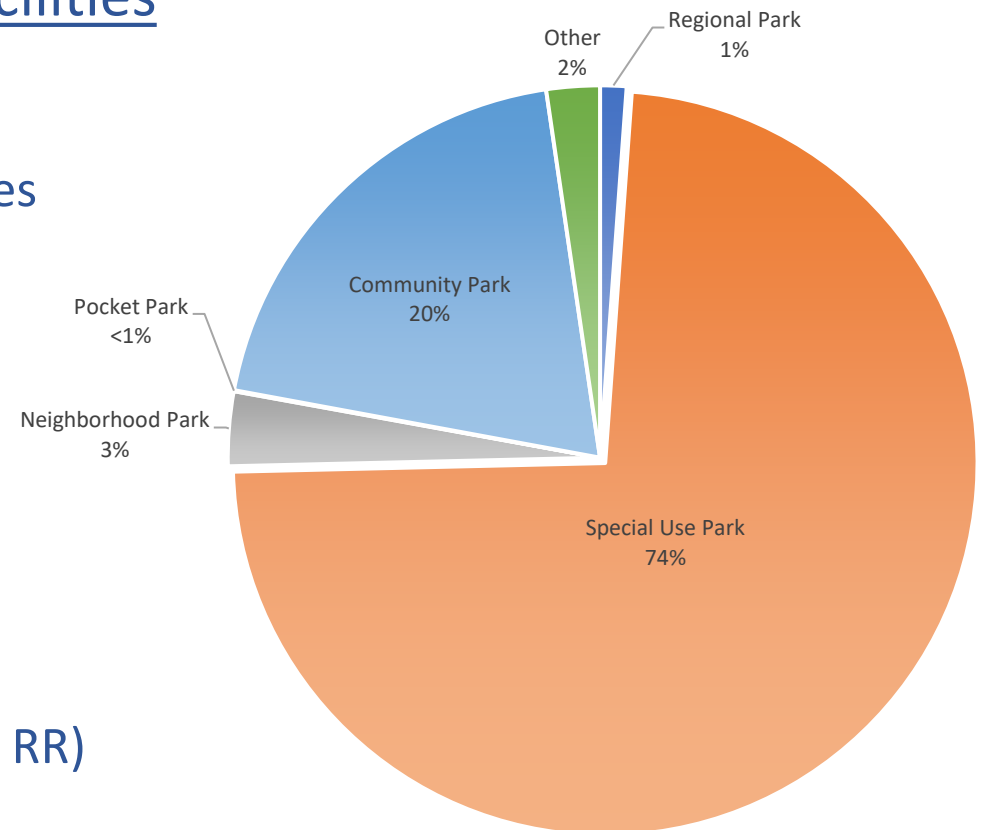
► 2007 Aquatic Facilities & Youth Ballfields

- (6) outdoor pools, (12) splash pads
- (1) Merkel sports complex, (5) ballfields

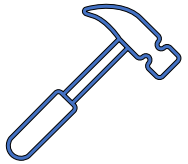
► 1999 Maintenance, Infrastructure, Exp.

- O&M building, N. Bank land Acq.,
- Community Park amenities (play, sport court, RR)
- 3 new parks

1999-2021 Bond Investment by Park Type



Key Background & Historical Investment



Neighborhood & Community Park Improvements

▶ 2014 Riverfront Park

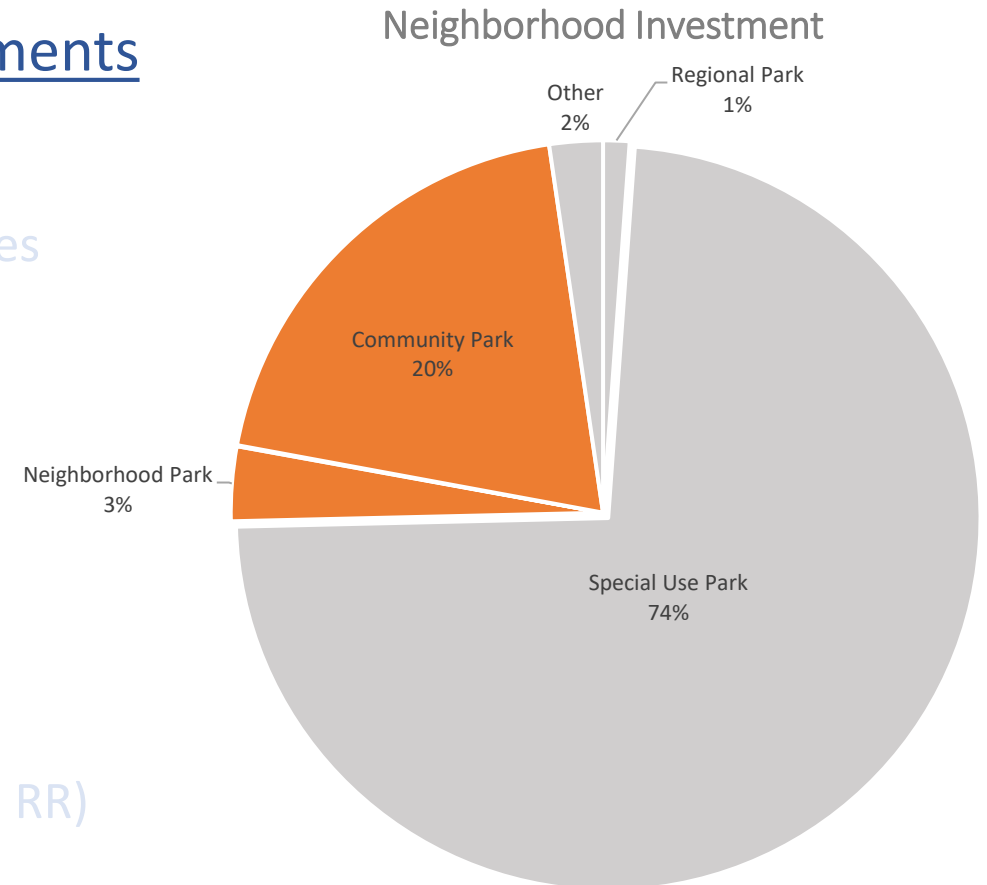
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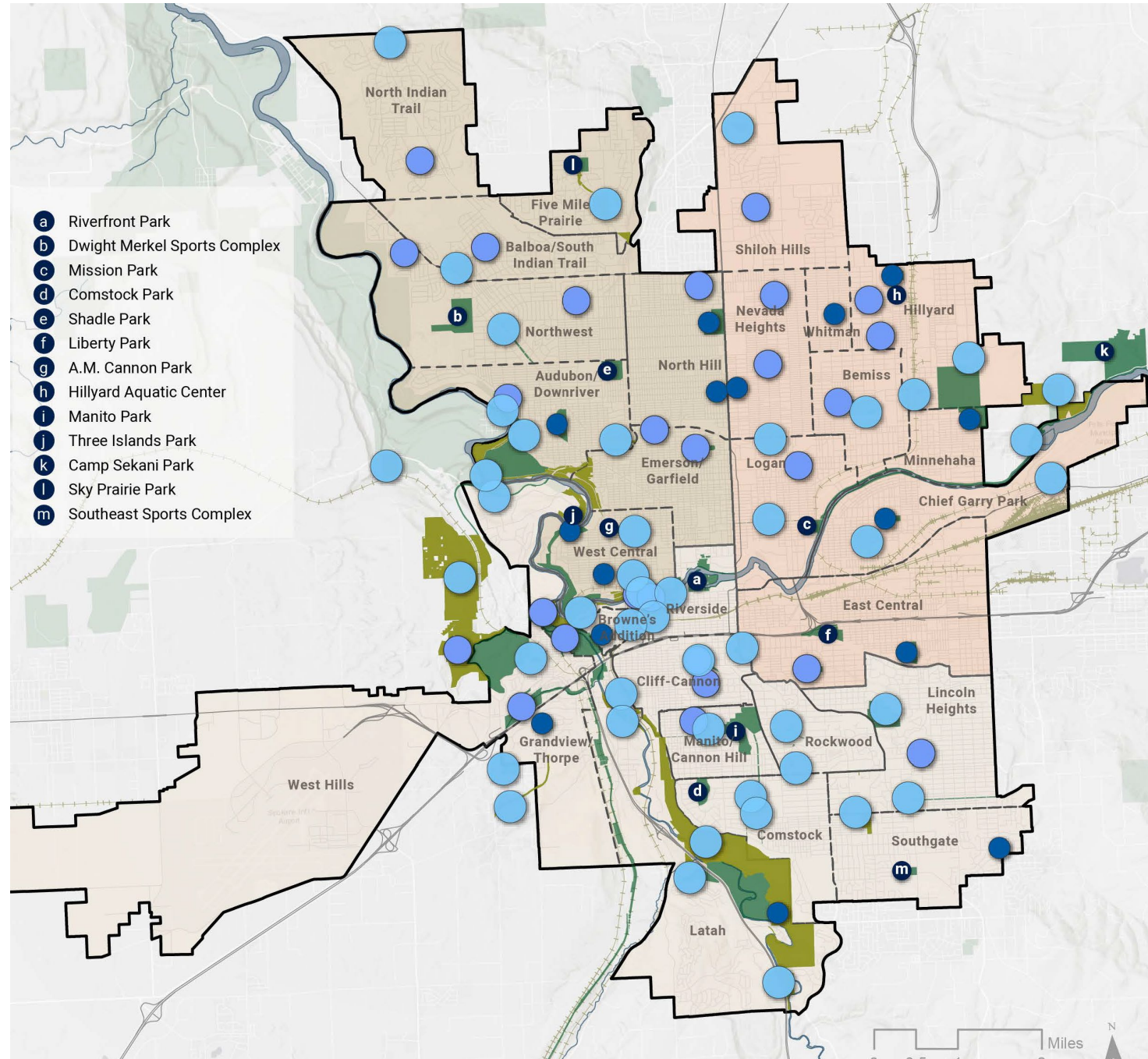


Why Park Levy? Physical Need



Lack of Capital Investment 20+ years

- ▶ \$0.00 invested in ~45% of facilities
- ▶ <\$250k invested in 65% of facilities
- ▶ Significant investment in 13% of facilities

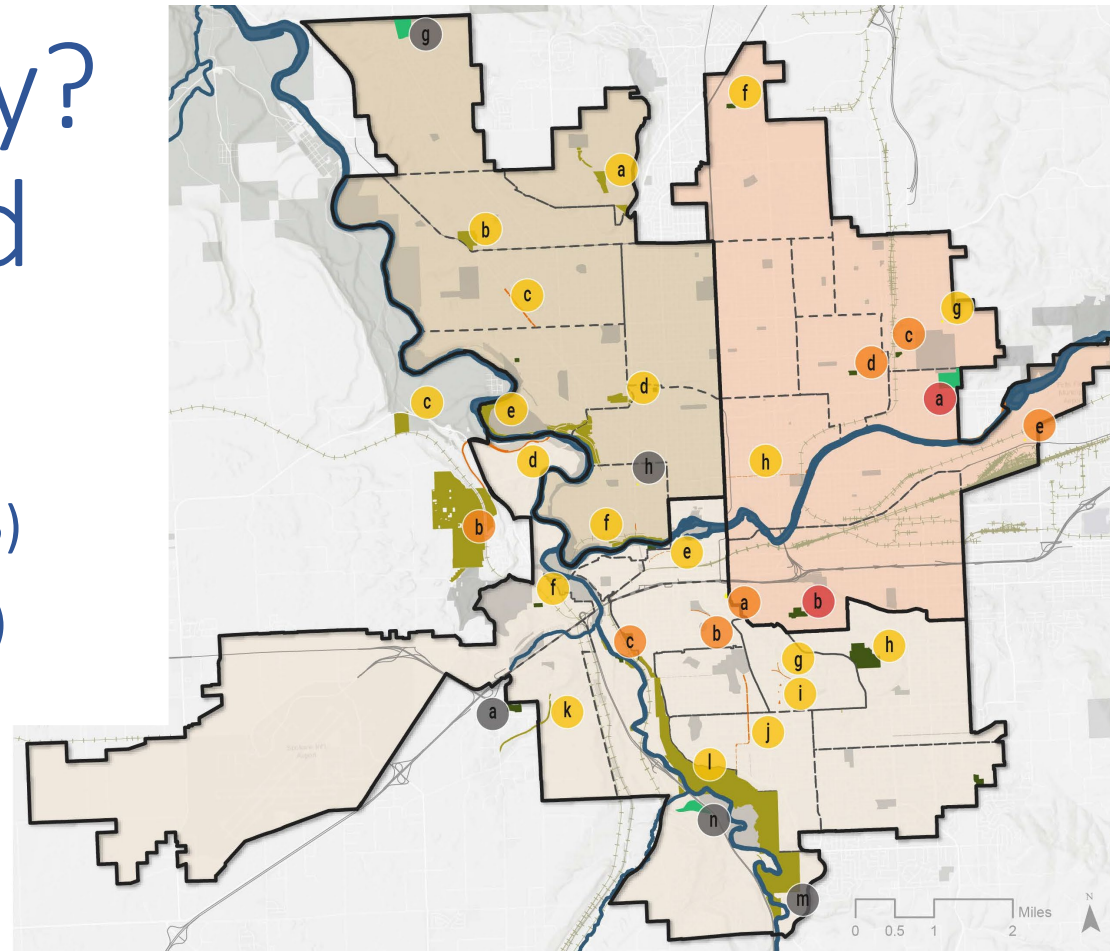


Why Park Levy?

Physical Need

Poor Physical Condition

- ▶ Complete replacement (3)
- ▶ Major Facility Damage (7)
- ▶ Minor damage & end of life-cycle (19)



District 1

- a Minnehaha Park
- b Grant Park
- c Wildhorse Park
- d Courtland Park
- e Parkwater Park
- f Hill N'Dale Rotary Park
- g Loren Kondo Park
- h Mission Avenue Parkway

District 2

- a Cowley Park
- b Cliff Drive Parkway
- c Wentel Grant Park
- d Elliot Drive Parkway
- e Riverside-Cedar Parkway
- f Whittier Park
- g Rockwood Boulevard Parkway
- h Lincoln Park
- i Garfield Road Parkway
- j Manito Boulevard Parkway
- k Reimer Park
- l High Drive Park
- m Campion Park
- n Qualchan Hills Park

District 3

- a Austin Ravine Park
- b Wyakin Park
- c Driscoll Boulevard Parkway
- d Drumheller Springs Park
- e Downriver Park
- f Herbert M. Hamblen Park
- g Meadowglen Park
- h Skeet-So-Mish Park

Out of District

- a Sterling Heights Park
- b Palisades Park
- c Romine Park

Potential Investment

Parks with \$0 previous investment and park condition rating of 3, 4, or 5

- Complete Replacement Required
- Major Facility Damage
- Minor Facility Damage
- Undeveloped Park

* Parks that have received significant investments over the last 20 years or in good condition are not included.

Park Classification

- Natural Lands
- Community Park
- Neighborhood Park
- Pocket Park
- Parkway
- Other Spokane Parks

- Spokane Neighborhoods
- Highways
- Railroads
- Water Bodies
- District 1
- District 2
- District 3

Source: City of Spokane, City of Spokane GIS data 2021, Spokane County GIS Data

Why Park Levy?



Why Park Levy?



Why Park Levy?

Decreasing Revenue



DECLINING REVENUE TREND

- ▶ 0.3% decrease in city funding allocation over past 20 years (\$2.6M in 2021)
- ▶ Increased reliance on bond funding for capital replacement & improvements.

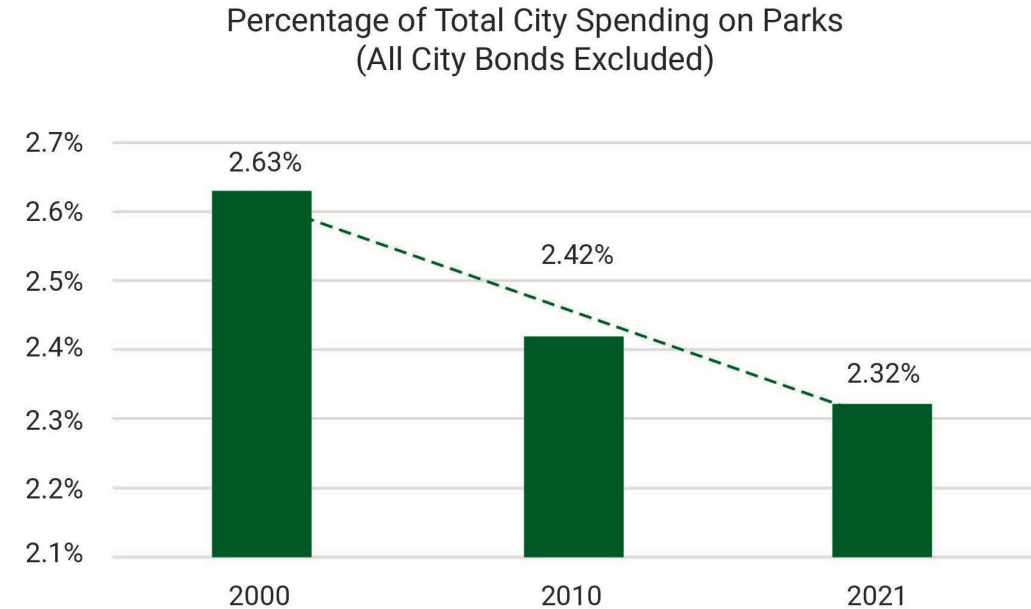


Figure 2: Timeline of Previous Investments

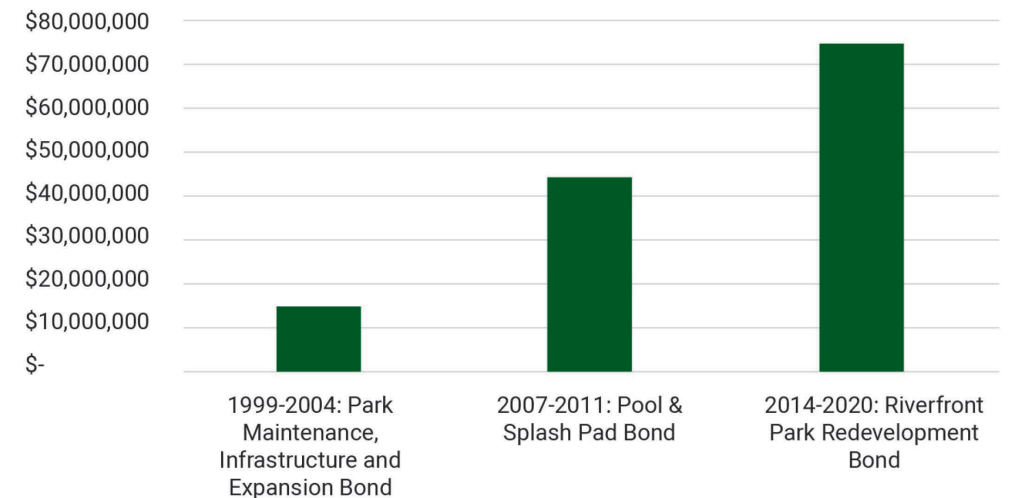
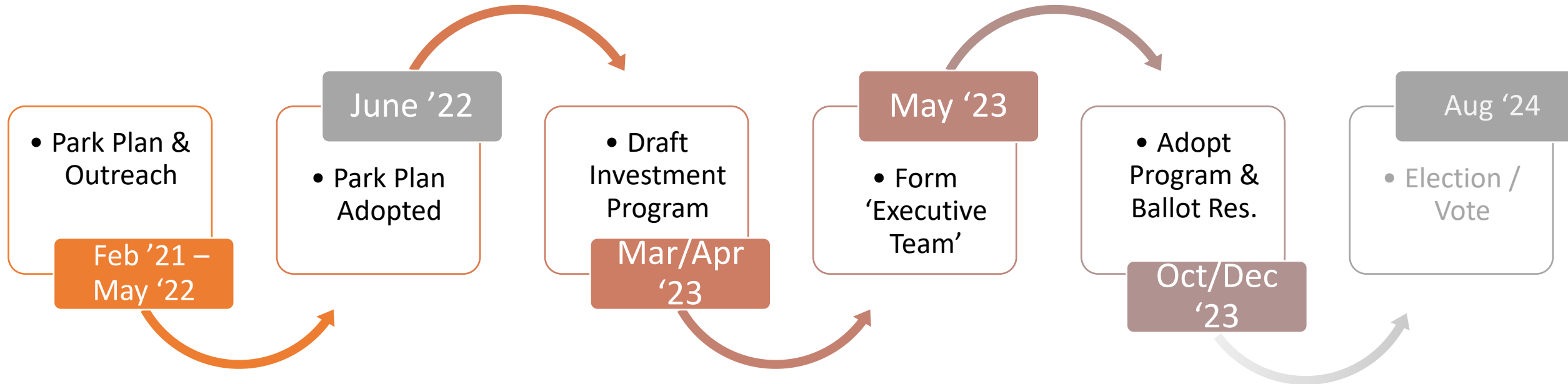


Figure 3: History of Park Bonds: 1999 - 2020. Source: City of Spokane.

Process to develop solution...



► Deliverables:

- Park Plan - Community Priorities & Needs, Recommended Changes, Funding Challenges
- Exec Team - Levy Funding Model, Levy Term (20yr), Feb. Ballot, Specific Levy Program
- Park Board- Adoption Resolution, Ballot Timing
- Council – Ballot Resolution

Healthy Parks, Healthy Neighborhoods

- ▶ **A new 'levy' ballot measure** seeking to fund major investments to improve park service throughout neighborhoods citywide.
- ▶ **\$10.3M added budget in yr 1**
- ▶ **+/- \$11M avg added annual budget**
- ▶ **Duration of 20 years.**
- ▶ **Approved for August 2024 ballot**
- ▶ **Requires 50% +1 voter approval**



How is it organized?

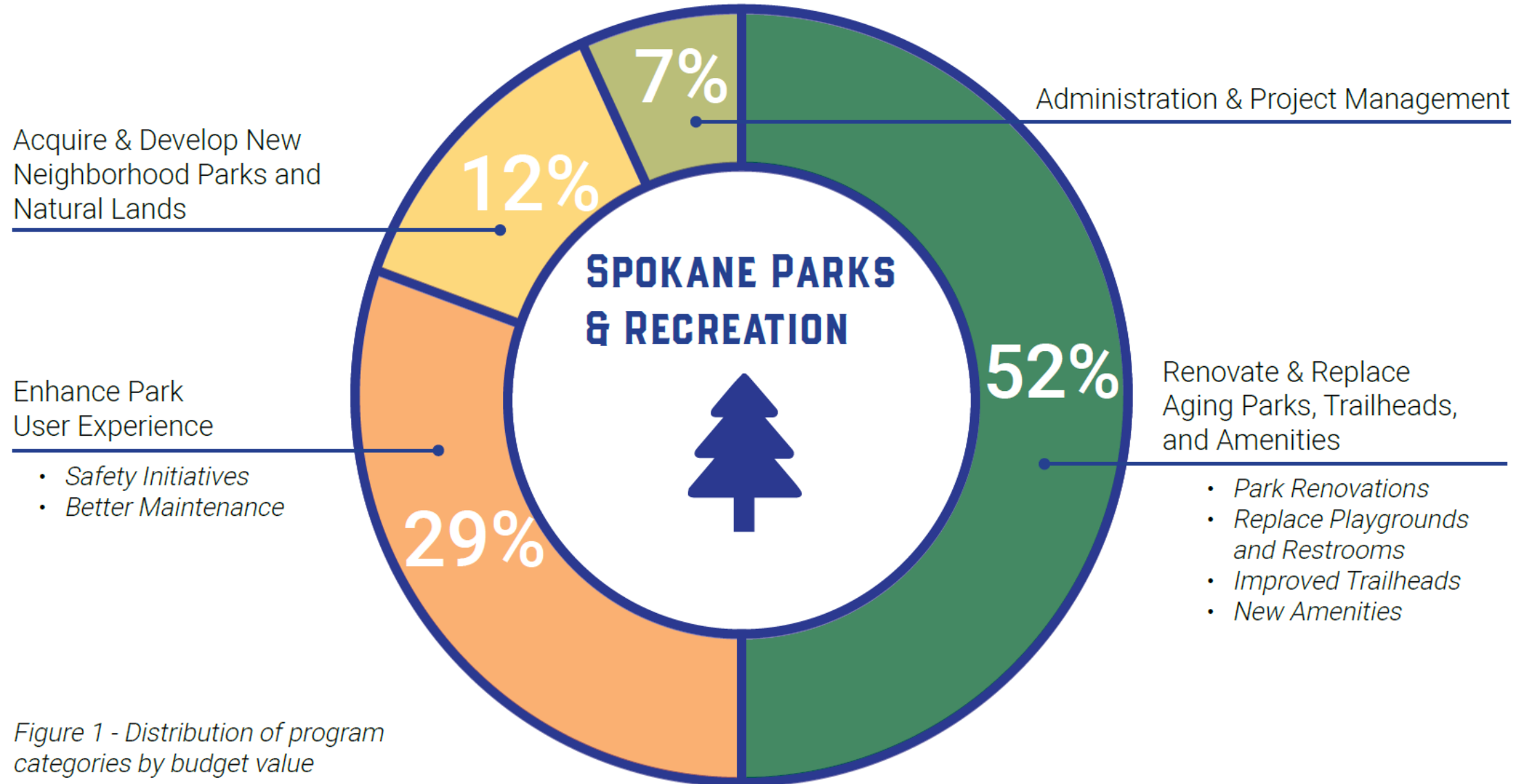


Figure 1 - Distribution of program categories by budget value

What will it do?

Capital Components

- ▶ **Park Repairs & Replacements**
 - playgrounds, restrooms
 - sport courts, irrigation
 - trailheads, trail & boulder beach
 - (3) major park renovations
- ▶ **New Parks & Park Lands**
 - add (3) parks in within service gaps
 - add amenities:
 - all weather fields, disc golf, bmx
 - natural land acq. Fund

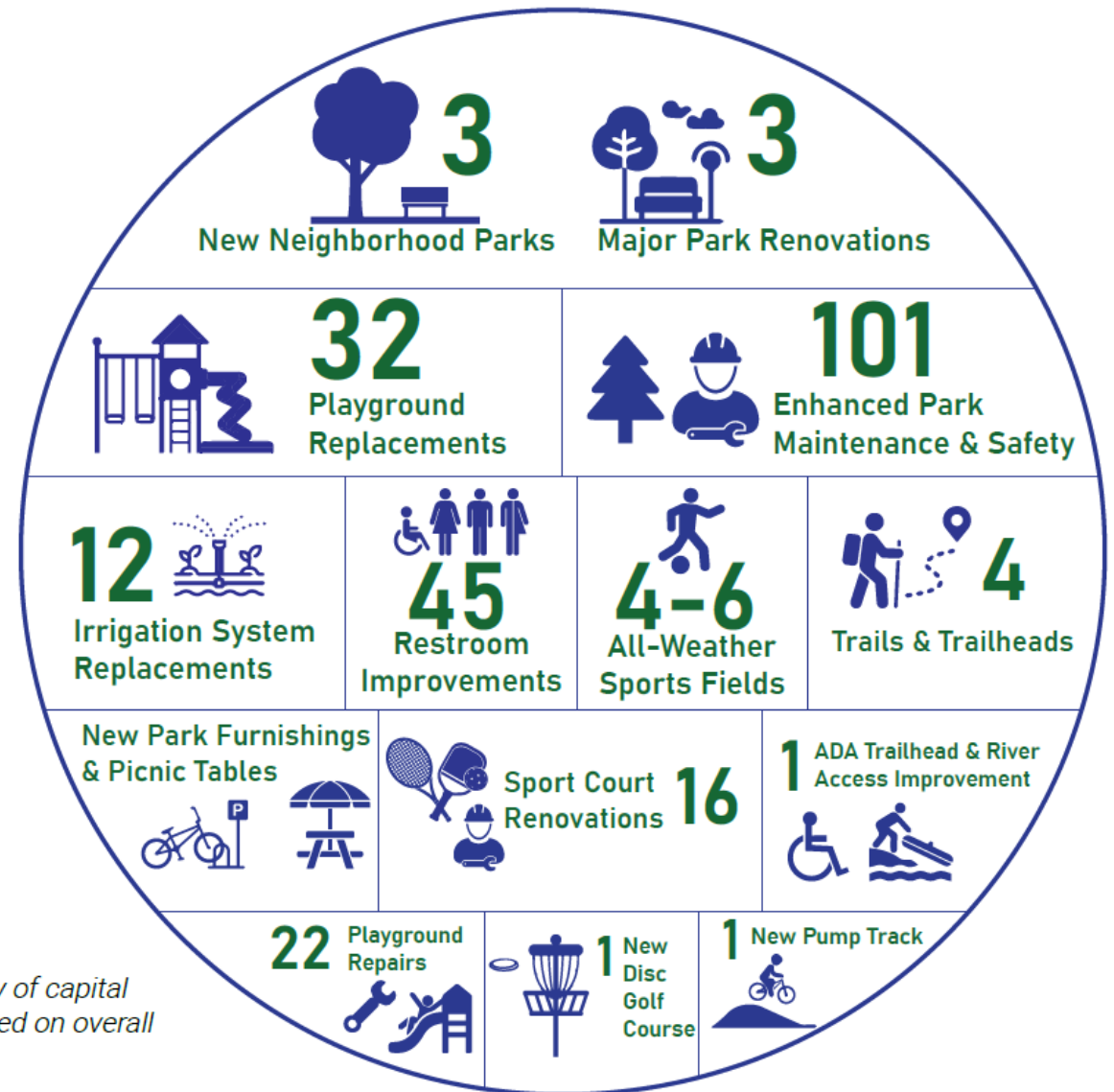


Figure 2 - Hierarchy of capital improvements based on overall budget allocation

What will it do?

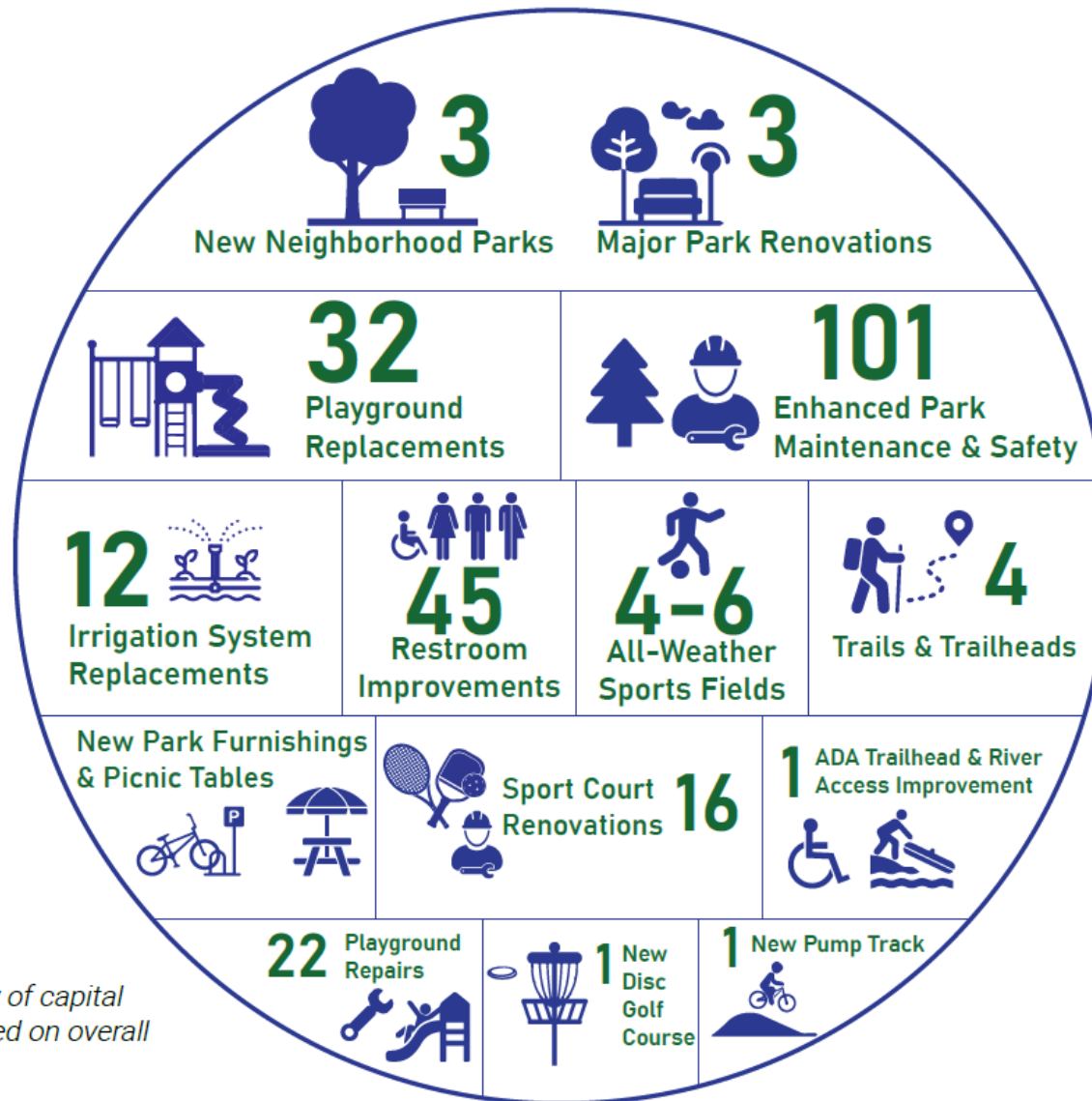


Figure 2 - Hierarchy of capital improvements based on overall budget allocation

Operational Components

- ▶ **Park Maintenance**
 - +/-50% increase in maintenance staff
 - equipment replacement
 - minor park repair fund
- ▶ **Park Safety Initiative**
 - expand park ranger program
 - technology upgrades
- ▶ **Administration**
 - P.M. / C.M.
 - accounting & compliance

Where is it?

- ▶ Roughly 1/3 work in each district
- ▶ Follows the *highest need*
- ▶ 38% in District 1 (NE)
- ▶ 28% in District 2 (S)
- ▶ 33% in District 3 (NW)

Renovate & Replace Aging Parks, Trailheads, and Amenities



Major Park Renovation



Trails & Trailhead Improvements



New Large Community Playground

Acquire & Develop New Parks and Natural Lands



New Neighborhood Park



Land Acquisition

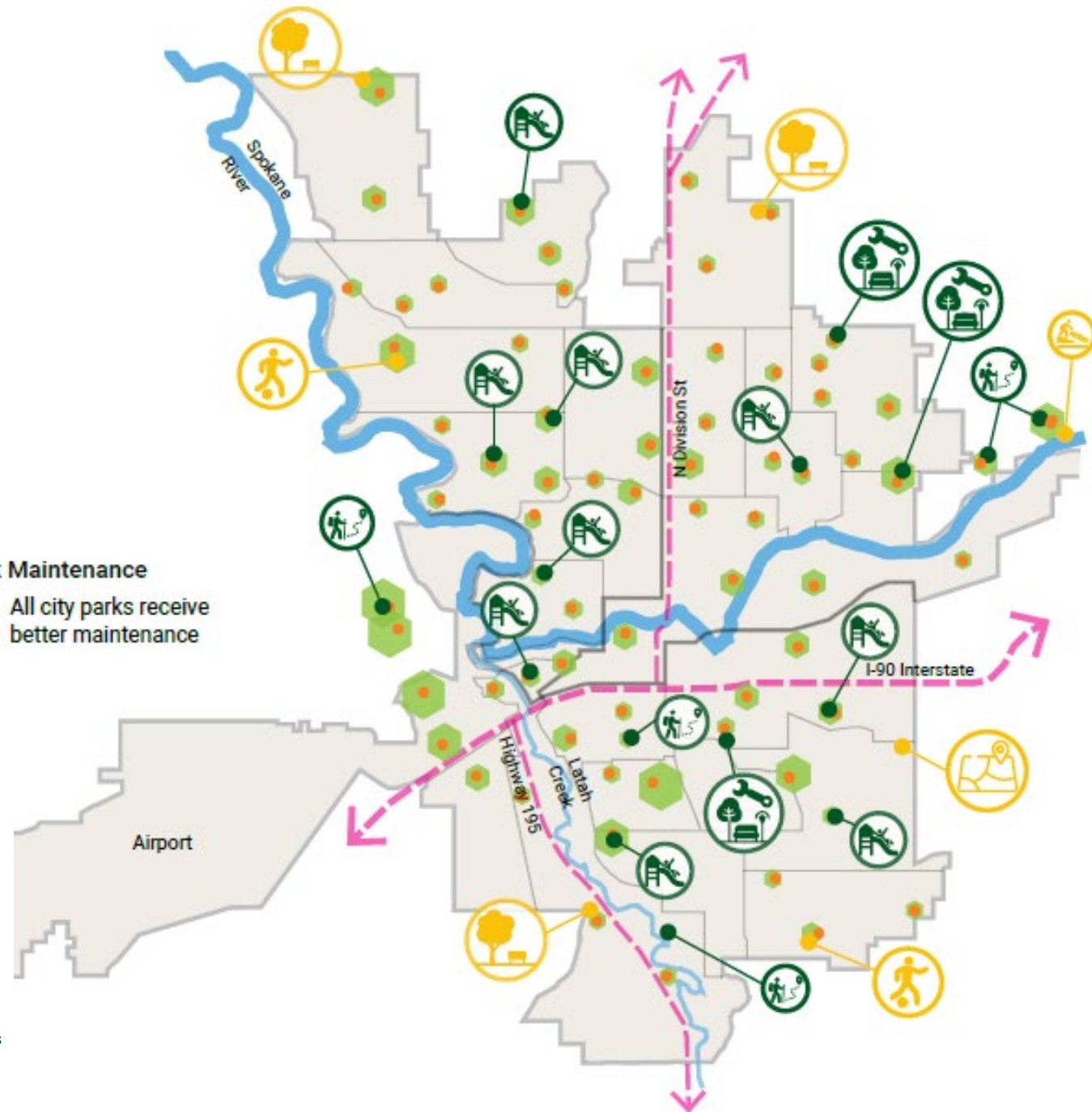


ADA Trailhead & River Access Improvements



All-Weather Artificial Surface Field

Park Maintenance
All city parks receive better maintenance



What to Expect in Your Neighborhood

Hillyard Neighborhood

▶ **Improved Daily Park Maintenance**

- ▶ Graffiti Removal, Vandalism Repair,
Mowing, Trash Cleanup, Playground Repair

▶ **Park Safety Initiative**

- ▶ Park ranger presence

▶ **Park Improvements**

- ▶ Harmon Park - Major Rebuild (Large Play, RR, Sport Court, Paths, Fields, Utilities)
- ▶ Jim Hill – New playground / Restroom improvements
- ▶ Kehoe – New Playground / Restroom improvements
- ▶ Hillyard Aquatic Center – improved facility repairs
- ▶ Wildhorse – sport court

What to Expect in Your Neighborhood

Audubon / Downriver Downriver

▶ **Improved Daily Park Maintenance**

- ▶ Graffiti Removal, Vandalism Repair,
Mowing, Trash Cleanup, Playground Repair

▶ **Park Safety Initiative** - Park ranger presence

▶ **Park Improvements**

- ▶ Audubon Park – Large Play, restroom replacement, pathways, irrigation replacement
- ▶ Shadle Park – Large Play, restroom enhancement
- ▶ Webster Park – New playground / restroom improvements
- ▶ Drumheller Springs – Natural land preservation & acquisition funding
- ▶ Downriver Conservation – Natural land preservation & acquisition funding
- ▶ Shadle Aquatic Center – improved facility repairs

How Would it be Implemented?

If approved in 2024 – funding starts in 2025

- ▶ **Capital Program – (\$6.9M-\$7.5M annually)**
 - ▶ (3) new playgrounds yearly (1 large, 2 neighborhood)
 - ▶ (2) restroom replacements yearly
 - ▶ (3) restroom repairs yearly (fixtures / paint)
 - ▶ (2) sport court replacements yearly
- ▶ **Operations / Safety Initiatives – (\$2.95M annually)**
 - ▶ \$600k minor park repairs yearly
 - ▶ \$125k allocation for land acquisition yearly

First 'Major' Project in
2025/2026

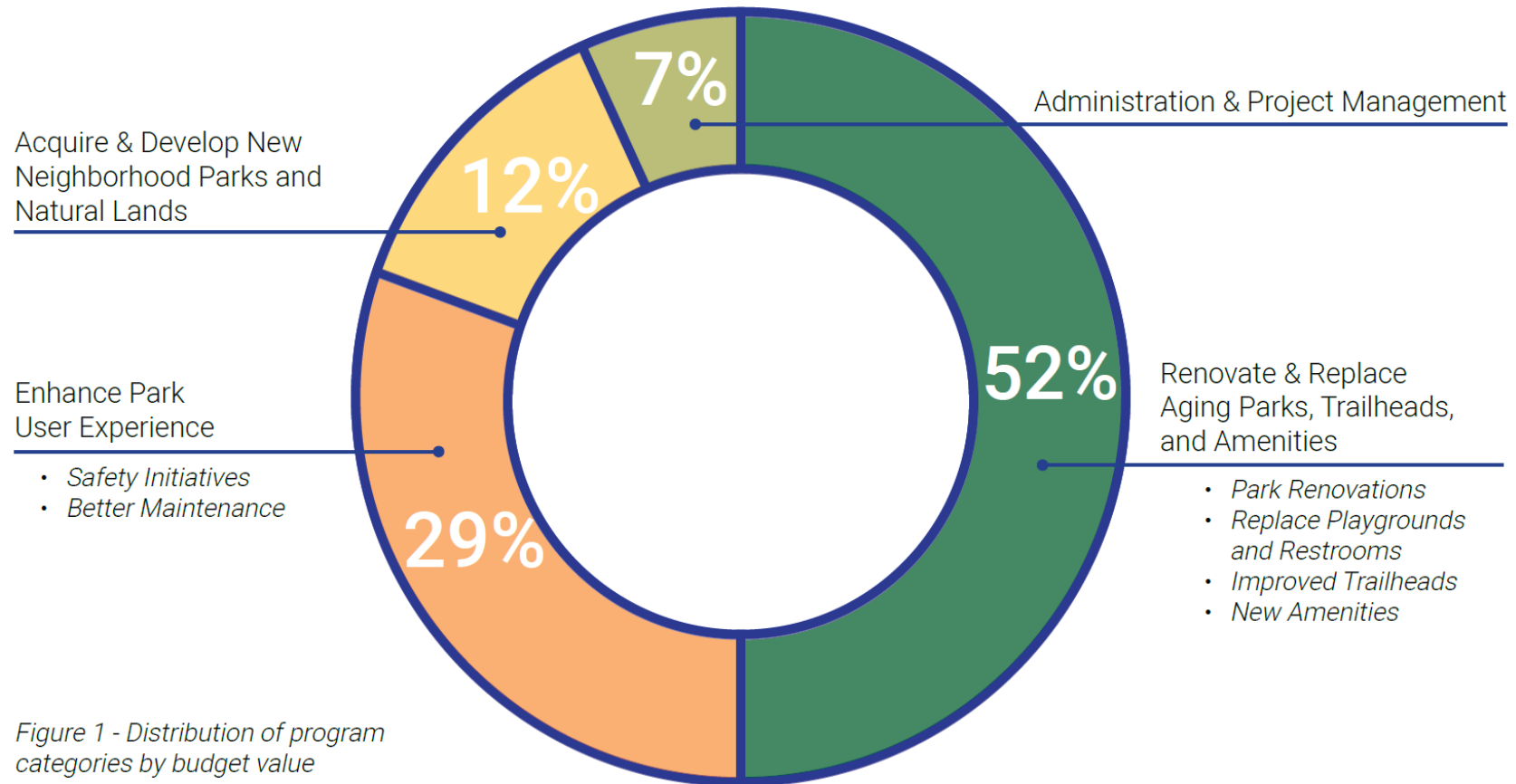
4 'Major' in first 10 years



What will it cost?

► ‘Lowest Cost Program’ Recommended by Committee

- \$7.98 (median residence)
- \$10.12/mo (\$418k residence)
- \$10.3M revenue to parks annually
- +5% increase in overall city levy
- 26% levy capacity remaining if approved
- Does not appreciate with increase in assessed value

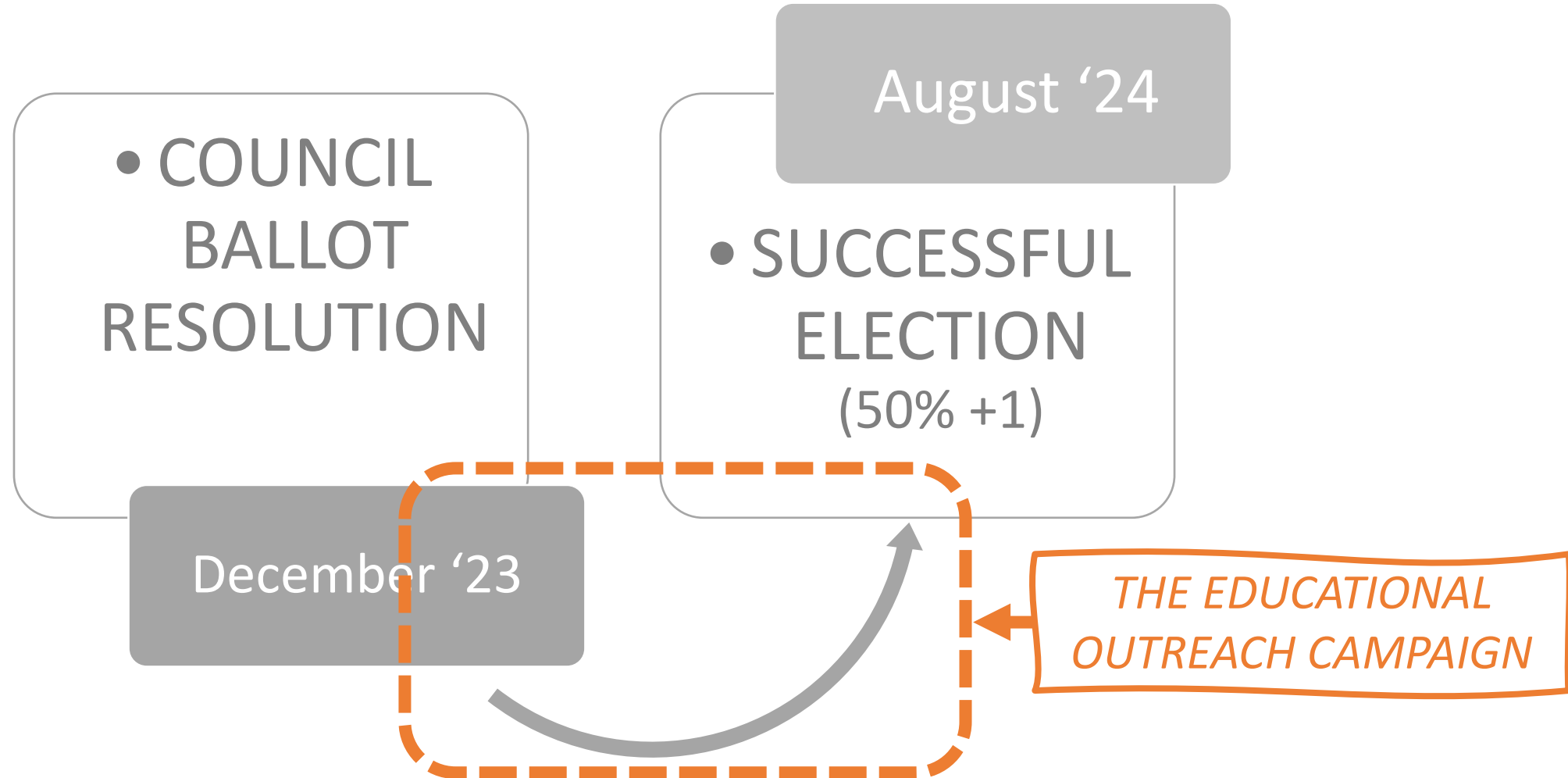


Recap

- ▶ *Improve Parks where they are aging today.*
- ▶ *Add parks & amenities to neighborhoods which don't have them.*
- ▶ *Preserve & maintain our Wild / Natural Spaces.*
- ▶ *Better regular maintenance & enhance user experience.*
- ▶ *Improve safety.*

INVESTMENT DIRECTLY IN NEIGHBORHOODS, INVESTMENT DIRECTLY IN NEIGHBORS

What's Next?



Website coming online

SpokaneParks.org/levy



HEALTHY PARKS, HEALTHY NEIGHBORHOODS

An investment in neighborhood parks, safety, and maintenance|



*More outreach Coming in
Spring/Summer*

Thank you!
Questions / Comments



Administrative Committee Meeting

Tuesday January 23, 2024, 4:30pm

Spokane City Hall, Sister Cities Conference Room and via Zoom

Present: Randy McGlenn, Chair (West Central); Luke Tolley, Vice Chair (Bemiss); Fran Papenleur, Secretary (Audubon-Downriver); Scot Webb, CA Admin (North Hill); Cliff Winger (Shiloh Hills).

On Zoom: Tina Luerksen, CA Admin (Grandview/Thorpe); Paul Kropp, Liaison Committee.

City Staff Present: Betsy Wilkerson, CP President; Giacobbe Byrd, CC Office Director; Chris Wright, City Council Policy Advisor; Patrick Striker, ONS Director; Gabby Ryan, ONS Staff Support.

Welcome

The CA Admin Chair greeted all present in person and virtually. Special guests include City Council President, CC Office Director, and CC Policy Advisor. December committee meeting minutes approved.

City Council

Council President Wilkerson was invited to the CA Admin Committee meeting to discuss goals, 2024 CA/CC meetings, and CMs attending future CA meetings. She desires engagement to be purposeful, standardized, and consistent in terms of community engagement. CP Wilkerson will be the primary contact for the CA, and attend as many meetings as possible. City Council members are always welcome, but they will continue their focus on attending their respective neighborhood council meetings. She noted that the CC have several “initiative managers” (e.g., Sustainability, Traffic, Equity, etc.) for support. The CC office has received the three resolutions put forth by the CA in 2023. As this is a new process, CP said she will discuss next steps with the CMs. The next CA/CC meeting will be Thursday, February 29th. Giacobbe and Randy will meet to draft an agenda. There are also three CC Town Hall meetings scheduled for 2024: Monday, March 18, Monday, June 10, and Monday, September 16, 2024.

ONS Update

- a) Patrick and his staff have been working on a schedule whereby an ONS liaison will almost always be in attendance at their respective NC meetings (he has four NCs as well).
- b) Gonzaga’s 2024 Spokane Neighborhood Leadership Academy (SNLA) will be starting at the end of January. The final slate of participants is almost finalized, pending two alternates.
- c) Andrew Chanse and the library staff have been extraordinarily accommodating to us on scheduling after-hours meetings. Randy is reviewing a draft thank you letter, and may bring it forward to CA as a salutation.

New Item

Cliff Winger, who serves on the Plan Commission, reminded the group that the Comp Plan will be undergoing an extensive update, including the chapter directly relating to neighborhoods. The Comp Plan strongly influences City Council decisions. There is also a

new chapter addressing environmental issues. He suggested a Comp Plan ad hoc committee to look into potential changes that would give the CA an opportunity to influence the Plan. Cliff noted the PC has already started on Centers & Corridors, most recently 29th, in the Lincoln Heights neighborhood. It was suggested that a key person from the Planning staff, such as Kevin Freibott or Terrill Black, present at a future CA meeting.

Continued Items

- a) Lindsey Shaw (Liaison to the Park Board's Development & Volunteer Committee - DVC) was unable to present at January CA meeting. She recommended that Nick Hamad, Parks & Recreation Planning & Development Manager, speak to the CA about planning for improvements in neighborhood parks, in light of the upcoming August ballot levy for Parks funding.
- b) Luke requested to present on Community Engagement - a Follow Up to Police Reform Task Force Report.

Admin Follow Up

- a) CA/CC Agenda
- b) Meeting Sign-In Documentation/Attendance
- c) Hybrid Meetings
- d) Committee Goals
- e) Resolutions

February CA Agenda - DRAFT

- ONS Report (Patrick)
- Admin Report (Randy)
 - Goals
 - CA/CC Agenda
- Parks Planning (Nick Hamad)
- Community Engagement (Luke)
- Standing Committees' Updates
- Roundtable

NOTE: Please include in the February CA packet the color-coded 2024 calendar for CA and Admin Committee meetings.

Adjournment

Meeting adjourned 5:45 pm.

CA Budget Committee Minutes

Date: Monday, January 22, 2024

Location: West Central Community Center, 1603 N. Belt, Don Kelly Conference Room

Time: 7:00pm (Hybrid Format)

Meeting called to order at 7:10pm

Quorum? – Yes

Attendance – In-person: Gail Cropper (Chair, District 3), Tyler Tamoush (Secretary, District 1), Amy Tamoush (Member, District 1), Laura Johnson (Member, District 1), Jeff Braunschweig (In-attendance, District 1)

ZOOM/Virtual: Andy Hoyer (Vice Chair, District 2), Gabby Ryan (ONS Liaison joined in at 7:30pm)

Approval of the Agenda – Tyler moved; Laura seconded. Unanimous vote to approve.

Approval of Previous Minutes (27 November 2023) – Tyler moved; Laura seconded. Unanimous vote to approve.

Agenda Items

- 1) Committee Officer elections were held and are as follows:
 - Chair – Gail Cropper
 - Vice Chair – Andy Hoyer
 - Secretary – Tyler Tamoush
 - Member – Amy Tamoush
 - Member – Laura Johnson
- 2) Discussed Budget Committee Meeting Future Time Changes and/or Locations.
 - No changes. The committee will continue to meet at the West Central Community Center every fourth Monday of the month from 7:00pm to 8:30pm unless notified otherwise. Some dates may have to be pushed back one week on a month-to-month basis, if necessary, to make sure minutes are submitted in a timely manner prior to CA Meetings.
- 3) Discussed New Liaison List for New Budget Committee. The list, as of now, is as follows:

Amy Tamoush

 - Audubon/Downriver
 - Bemiss
 - Five Mile Prairie
 - Grandview/Thorpe
 - Lincoln Heights

Andy Hoyer

 - Browne's Addition
 - Manito/Cannon Hill
 - Minnehaha
 - Peaceful Valley
 - Rockwood
 - Shiloh Hills

Gail Cropper

 - Balboa/SIT
 - East Central
 - Latah/Hangman
 - Nevada Heights
 - North Indian Trail
 - Southgate

Tyler Tamoush

- Cliff/Cannon
- Comstock
- Hillyard
- Logan
- North Hill
- Riverside

Laura Johnson

- Chief Garry Park
- Emerson-Garfield
- Northwest
- West Central
- West Hills
- Whitman

Gabby Ryan (ONS)

- Building Stronger Neighborhoods
- Community Assembly Admin Committee

- 4) Discussed How All Future Information Will Be Shared Amongst Committee Members.
All members decided to connect via email for all future information distribution.

ONS/Gabby Update

- 1) Gabby made some changes to the guidelines and emailed them to each member.
- 2) Neighborhood Councils must send a representative to participate in upcoming CE Grant training to be eligible for grant. Dates are as follows:
 - **Wednesday, February 7 from 6:00pm – 7:30pm (in-person at Shadle Park Library- Studio Room)**
 - **Monday, February 12 from 6:00 – 7:30pm (in-person at WCCC- Newton Lounge)**
 - **Friday, February 23 from 5:30pm – 7:00pm (Virtual Zoom Meeting)**
 - **Saturday, February 24 from 10:00am – 11:30am (in-person at Liberty Park Library- Events Room)**
- 3) **February 24, 2024** – Applications may begin to be submitted on this date after attendance of one of the CE Grant training courses.
- 4) Pollyanne Birge of ONS has a special events team to aid in NC events throughout the year.
- 5) Gabby can place orders on certain specialized items to expedite reimbursements to NCs.

Action Items for Next Meeting

- 1) P&P Review
- 2) Get all contact information (email and phone number) to Gabby for Liaison List

Next Meeting: Monday February 26th 2024 7:00pm @ WCCC Don Kelly Room

8:38pm Meeting Adjourned

Community Assembly Committee: Building Stronger Neighborhoods

Saturday, 01/20/24 9:00 AM – The Hive, 2904 E Sprague Ave., Spokane and virtually on Zoom

Present In Person: Tina Luerssen (BSN Chair: Grandview Thorpe), Dan Brown (North Hill), Charles Hansen (Whitman), Dave Lucas (BSN Vice: Rockwood), Jonathan Tilley (Nevada Heights), Sandy Wicht (Comstock). **City Staff:** Amber Groe (ONS). **Present On Zoom:** Luke Tolley (Bemiss), Crystal Glanz-Kreutz (Emerson-Garfield), Krista Anderson (Chief Garry Park) **Absent:** Gail Cropper (BSN Secretary: Northwest), Fran Papenleur (Audubon-Downriver).

Welcome and Old Committee Business

1. Meeting Minutes 11/18/23 - Unanimous Vote to approve. Suggestion from Dave to include December Good Neighbor Award recipients/party details in minutes for historical purposes. Tina will include the list of award recipients in this month's meeting notes.
2. All BSN meetings are scheduled at the Hive for this year and hybrid on Zoom.
 - a. Discussion regarding 2/17/24 BSN meeting – both Tina and Dave are unavailable due to the President's Day holiday weekend. Consensus to move BSN meeting a week later in February, to 2/24/24. Amber will look into an alternate location, as The Hive is unavailable.
 - b. Discussion about SNLA Graduation and project presentations on BSN meeting day 5/18/24 at Northeast Community Center. Amber will look into booking a room for BSN to meet at NECC that day 9-10am, so we can then move to the SNLA event and observe their presentations.
3. BSN Policies & Procedure review. Meeting location is listed as TBD/Zoom, consensus to keep as-is, and keep the ONS calendar updated with any location changes.

ONS Report

1. 2024 Clean-Up Program training will be on Friday 2/16/24. There are changes to the program this year. ONS has put together a survey regarding Disposal Passes, and encourages everyone to share this survey to their Neighborhoods for input.
2. 2024 Community Engagement Grant – there will be multiple training opportunities this year, including training on use and care of items that CA has purchased for NCs to use. Dates still to come.
3. 2024 Mobile Speed Feedback Signs – locations are due to Annie Deasy in ONS no later than 4/8/24.
4. Spokane Neighborhood Summit (SNS): ONS has seen a budget cut this year, and Amber is applying for grants to help put on another SNS in the Fall of 2024. Discussion about creating "Tracks" for attendees.
5. Amber participates in a quarterly call with other ONS departments throughout the country – upcoming call next week, and she will share any updates with us next month.

Spokane Neighborhood Leadership Academy (SNLA) Update

1. Gabby shared the list of participants for this year with Amber and Tina, attached to the end of these minutes.
2. Dan Brown, Luke Tolley, Carol Tomsic, Luc Jasmin and Karen Stratton are all Mentors for this year.
3. Dan and Luke shared an outline of the curriculum. We look forward to continued updates from our BSN committee members who are involved with the program!

New Committee Business

1. Officer Elections: Approved slate of officers for 2024 includes Tina as Chair, Dave as Vice Chair, and Luke as Secretary.
2. 2024 Committee Goals:
 - a. Coordinate with Gonzaga for continued Neighborhood Leadership Academy work (continued from 2023).
 - b. Continue NC outreach, helping Neighborhoods to build capacity (continued from 2023).
 - i. Desire from committee members to brainstorm specific ideas for this goal in a future meeting.
 - ii. Suggestion to reach out to SNS attendees and connect them with NC or Committees that they may be interested in.
 - c. Increase advertising of NC events and activities (continued from 2023).
 - i. Jonathan suggested creating a Media Guide and monthly updates to share with news stations.
 - ii. Crystal suggested attending more events to connect with people.
 - iii. Krista suggested advertising with Spokane Transit Authority. Dan is on the STA Citizens Advisory Committee, and Luke has connections here as well. Zack Zappone is the City Councilmember on the STA board.
 - d. Coordinate with ONS for Neighborhood Training activities (continued from 2023).
 - i. Tina suggested providing some higher-level training for folks that have been involved for a long time, but could use help on being a proactive/effective leader for NCs and Committees.

- ii. Crystal suggested creating a list of tasks with scalable volunteer opportunities – whether the task takes 2 hours total, or 4 hours a week. Amber mentioned that Audubon-Downriver has “job descriptions” for their NC positions, are these in the Toolkit online yet?
- e. Propose end-of-year Community Engagement Grant fund usage (continued from 2023).
 - i. Tina mentioned the CA Zoom account that renews in September now, as well as possibly building a tote full of computer cables/adapters to help with connectivity.
- f. Share NC “best practices” with Spokane NC leaders (continued from 2023).
 - i. Utilize info from Amber’s quarterly nation-wide ONS meetings
- g. Update Online Toolkit (continued from 2023).

February 24th (DATE CHANGE) meeting agenda topics (location TBD/hybrid on Zoom):

1. Brainstorm NC outreach ideas
2. SNLA update
3. ONS update – Community Engagement Grant trainings, and follow-up from national ONS call

Meeting adjourned at 10:28am.

Minutes Submitted by Tina Luerssen

| SNLA 2024 | | Neighborhood Previously Represented at SNLA? |
|--------------------------|--------------------|--|
| Name | Neighborhood | |
| Rachae Vargas | Audubon-Downriver | Y |
| Posie Kalin | Cliff-Cannon | Y |
| Sandra Wicht | Comstock | N |
| Briana McLaughlin | Grandview Thorpe | N |
| Corey Childs | Hillyard | N |
| Laura Johnson | Hillyard | N |
| Shawn Tejeson | Lincoln Heights | Y |
| Charles "Chuck" Carter | Manito/Cannon Hill | N |
| Shannon Benn | Minnehaha | N |
| Tyler Tamoush | Minnehaha | N |
| Maximillian Martinet | North Hill | N |
| Terry Deno | North Indian Trail | N |
| Bill Doley | Rockwood | N |
| Bryn McNabb | West Hills | Y |
| Susan Mensching | West Hills | Y |
| Priscilla Morin-Rasanen* | Grandview Thorpe | N |
| Sherry Miller* | West Central | Y |

* = Alternate



2023 CA AWARD WINNERS

Good Neighbor Awards:

- Colleen Gardner, Chief Garry Park
- Cora King, Chief Garry Park
- David & Priscilla Rasanen, Grandview-Thorpe
- David Mason, Grandview-Thorpe
- Debby Ryan, East Central
- Diana Hiatt, Rockwood
- Emily Gwinn, West Central
- Emily Paradis, Riverside
- Glenys Leestma, Bemiss
- Jan Loux, Peaceful Valley
- Jennie Lindquist, Whitman
- Jim Price, Rockwood
- Jonathan Wirth, Shiloh Hills
- Julie Biggerstaff, Browne's Addition
- Julie Shepard-Hall, North Hill
- Laura Johnson, Hillyard
- Lincoln Heights Neighborhood Residents
- Lindsey Shaw, Logan
- Lisa Saddler, West Hills
- Luc Jasmin, Chief Garry Park
- Mary Charbonneau, Emerson-Garfield
- Mike Donahue, Shiloh Hills
- Molly Ayers, Logan
- Ron Hare, North Indian Trail
- Sean Slate, Minnehaha
- Selene Lheureaux, Audubon-Downriver
- Sreedharani Nandagopal, Shiloh Hills
- Steve Kounkel, West Central
- Teri & Max Goe, Audubon-Downriver
- Zach Lewis, Chief Garry Park

Jeanette Harras Award:

- Anne Luttrell, Emerson-Garfield

Lifetime Achievement Award:

- Victor Frazier, Audubon-Downriver

Posthumous Lifetime Achievement Award:

- Paul Hamilton, Hillyard

Spirit of CA Awards:

- Dave Williams, Browne's Addition
- Fran Papenleur, Audubon-Downriver
- Lorna Walsh, Riverside
- Luke Tolley, Bemiss
- Tina Luerssen, Grandview-Thorpe



The Office of Neighborhood Services and Gonzaga's School of Leadership Studies are excited to announce the 2024 Spokane Neighborhood Leadership Academy cohort!

The Spokane Neighborhood Leadership Academy (SNLA) is a five-month program designed to equip new and emerging neighborhood council leaders with knowledge, skills, and resources to increase engagement and effectively address their priorities.

Participants will:

- Develop essential skills for leading volunteer teams, including communicating effectively, facilitating meetings, delegating, resolving conflict, and more.
- Learn how to create inclusive, welcoming spaces and collaborate with people of diverse identities, personalities, and abilities.
- Become familiar with Spokane's municipal structures, processes, and resources to better serve their neighborhoods.

2024 SNLA Cohort:

| Participant | Neighborhood |
|----------------------|--------------------|
| Rachae Vargas | Audubon-Downriver |
| Posie Kalin | Cliff-Cannon |
| Sandra Wicht | Comstock |
| Briana McLaughlin | Grandview Thorpe |
| Corey Childs | Hillyard |
| Laura Johnson | Hillyard |
| Shawn Tejeson | Lincoln Heights |
| Chuck Carter | Manito/Cannon Hill |
| Shannon Benn | Minnehaha |
| Tyler Tamoush | Minnehaha |
| Maximillian Martinet | North Hill |
| Bill Doley | Rockwood |
| Bryn McNabb | West Hills |
| Susan Mensching | West Hills |
| Sherry Miller | West Central |

Draft Minutes: 01/24/2024 Land Use Committee

LUC Members Present: Molly Marshall (Grandview Thorpe), Doug Tompkins (Logan/Exec), Amber Groe (ONS), Chuck Milani (Lincoln Heights/Exec), Bill Heaton (E-G Neighborhood/Exec), Charles Hansen (Whitman), Mary Winkes (West Hill), Bob Scarfo (Manito-Cannon Hill), Tyler and Amy Tamoush (Minnehaha), Carol Tomsic (Lincoln Heights), Ken & Lisa Hairston (Five Mile Prairie),

Meeting called to order at 5:32PM

Meeting Chair Bill Heaton

Note Taker: Chuck Milani

Hybrid format with in-person attendees at the Spokane Central Library.

December minutes were included in the invite packet.

- A request was made via the chat to amend the December minutes to change Mary Winkes's neighborhood from West Hills to Manito-Cannon Hill.

The agenda was presented and followed.

Introductions were completed.

A discussion was held concerning home ownership. It was determined that this should be added to our goals. Proposed language suggested: "Explore ways to incentivize home ownership and review proposed city regulations/policies to be sure home ownership is prioritized".

The goals as previously developed were presented for review and input before the final version is written.

A review of the City's web site was done. Bill showed everyone how to get to the Comprehensive Plan section and highlighted the information there. While the document is large, we need to be aware of it as there will be a lot of proposed changes this year. There are 6 emergency change requests being considered this year. In addition, the total comprehensive plan will be reviewed and updated. We also reviewed all the zoning types in the city and where the maps are located.

Amber showed Who's Who in City Hall following all the recent staffing changes.

Next meeting is on February 22nd at the West Central Community Center (Newton Room). The meeting will be a half hour early (5PM) as 2 City Council members will hold a Town Hall Meeting about Land Use. Marketing for the town hall will be available soon.

Meeting adjourned at 6:37PM

Draft Notes – Liaison Committee Meeting – January 9, 2024

2:00 PM – South Hill Library

Present: Paul Kropp, Southgate, Chair; Andy Hoyer, Southgate, Recorder; Bonnie McInnis, West Central; Lorna Walsh, Riverside; Annie Deasy, ONS

We still plan to deliver a thank you card to Susan Burns.

Lindsay Shaw, DV-CAC will speak to the CA at the February meeting.

The ad-hoc Committee of the CA regarding Policies and Procedures has met and had a first reading of some policies, including ours regarding misconduct.

The UF-CAC did not meet in December.

CTAB may have had a special meeting, or it may have been cancelled. Not sure.

We reviewed the term expirations of the various liaisons and noted that Randy McGlenn's term on the CTAB (PeTT representative) expires in March of 2024, as the second of two terms, and that Lindsay Shaw's term (first of two) expires in December of 2025. Mary Winkes is serving a second term on the Plan Commission that expires at the end of 2025.

Paul will confirm that there is still a liaison position and separate committee for the Parks Department Development and Volunteer Citizen Advisory Committee.

The Admin Committee agreed to our monthly schedule for Liaison reporting at regular CA meetings.

Representing the ONS, Annie will remind presenters to include packet materials.

Andy will call Toni Sharkey as a courtesy call to find out if she still wishes to serve, noting several absences on the Parks Department Urban Forestry Citizen Advisory Committee.

We reviewed our list of "check-ins": January, February, and March – no check-ins; April – Toni Sharkey and Kris Neely from UFCAC; May - Kathryn Alexander from HAS; June – Charles Hansen from PCTS; July and August, none; September – Mary Winkes from PC; October – Lindsay Shaw from DVC; November – DRB; December – no check in.

Recorded by Andy Hoyer

Adjustments by Paul Kropp

Date: January 26, 2024

To: Community Assembly Meeting
February 1, 2024

From: Paul Kropp, Chair
2024 Ad Hoc Policies and Procedures Committee

Re: Progress Report (prior to the February 5 submission deadline)
Submissions and Topics to Date

Submissions for Review to Date

Liaison Committee

- Committee P&P—Minor clarifications and new language in case of liaison misconduct
- CA P&P—Reworking of liaisons list in table form and adjustments for appointment authority

Neighborhood Safety Committee

- Updated language appropriate for current conditions

Randy McGlenn

- Techniques for hybrid meeting management

Discussion Topics

- Reformatting the CA's P&P document to include a table of contents and a numbering system
- Moving the CA liaison member list/table into the addendum section of the CA P&P
- Meeting rules of etiquette for respectful discussion
- A grievance mechanism

Membership

- An initial member of the committee has withdrawn (Dalin Tipton, North Hill NC), so there will be a plea at the February Community Assembly meeting for another CA rep or alternate to volunteer so the committee can maintain a membership of four and wrap up its policies and procedures update mandate by March.

Community Assembly
Pedestrian Traffic and Transportation (PeTT) Committee meeting Draft Minutes
January 28, 2023, Zoom

Attendance

Randy McGlenn (West Central), Annie Deasy (Office of Neighborhood Services), Rita Conner (Southgate), Michele Baker (South Perry District), Cathy Gunderson (Chief Garry Park), Rod Moore (Riverside), Charles Hansen (Whitman), Pam Schermerhorn (Cliff Canyon), William Meeks (Grandview Thorpe), Carlie Hoffman (Emerson Garfield), Marilyn Lloyd (Lincoln Heights), Carol Tomsic (Lincoln Heights)

Introductions

The meeting was called to order at 6 pm by chair, Randy McGlenn

Attendees introduced themselves and their neighborhood connections.

CTAB Review of 2024 Project

Randy said he had great information on the Citizen Transportation Advisor Board (CTAB). He is the chair of CTAB. He said the group has been plagued with a lack of meeting quorums and not having enough members to do anything. But they finally did reviews and recommendations to the city council. He said the projects have been in the works for years. He shared the revised meeting minutes from the 1/17/24 meeting. He talked about the Bicycle Advisory Board (BAB) and Plan Commission Transportation Subcommittee (PCTS) reports. He said Erik Love was a great presenter. Randy said he wanted to invite him to our next meeting. Randy talked about sidewalk projects updates and locations. He said the projects were long term, with a ten-year outlook. He said there was limited funding. He shared maps of the 2023 local access completed projects and the 2024 unpaved streets projects. He shared the maps of the 2024 chip seal and grind/overlay projects. He said CTAB is working on acquiring signs to accompany the projects so residents can be aware their \$20 car tab fees are going to something tangible. Randy answered questions. He said to look at the 6-year project plan and see if a neighborhood project is on the list. He said there are only so many projects per year that can be funded. Randy said we can send suggestions to CTAB@spokanecity.org. It will get to the administrators, and they will share it with Streets. He said we can also email Abbey Martin ammartin@spokanecity.org. Randy also announced he will be termed out of CTAB in March and so we will need to select a PeTT liaison replacement. He said it was a very important role and encouraged those who are interested to get involved. He said he will add the liaison vote to the February meeting agenda. Randy said the liaison reports to the PeTT so it is ideal it be a member of the committee.

The revised minutes from the 1/17/23 CTAB meeting are attached.

Here is the link to the 6-year comprehensive street program 2022-2027

<https://my.spokanecity.org/projects/six-year-comprehensive-street-program-2022-2027/>

Nomination for PeTT Leadership

Randy said we need to be all transportation and keep our finger on the pulse. He said he has a new job and will not have the time to commit to the committee. The chair role needs someone willing to commit time.

Randy said he met with Council President Betsy Wilkerson. She will be the city council liaison to the Community Assembly (CA). Betsy is also looking into the protocol of the CA resolutions and will then respond to the PeTT resolution on the Traffic Calming Program. He said he was looking forward to working with Betsy.

Randy circled back to the nominations for the PeTT leadership. He is committed through March. A discussion ensued. The time required to adequately be a chair was discussed. Randy said he will train the person who wanted to be chair. There was interest expressed but no volunteers.

Randy was asked about the seven vacancies on CTAB and how to apply. He said to reach out to Abbey or go to the city's link: <https://my.spokanecity.org/bcc/vacancies/>

Roundtable

Randy asked for agenda items for next month's meeting. Cathy asked for a discussion to rework the city's sidewalk ownership. She said the homeowner should not have to pay to fix or repair sidewalks. Randy said former Council President Breean Beggs recognized the dilemma. William said it was a common practice for homeowners to foot the bill. Cathy noted City Council member Zack Zappone had said city sidewalks were a priority. Randy said he would invite Zack to our meeting to discuss sidewalks. Randy said he wanted to invite Spokane Reimage to our meeting. Rod said a lack of walk signs working with traffic signs necessitated discussion. Randy said he would invite a project engineer to our meeting. The mix of concrete in sidewalks was discussed. It was noted that older sidewalks, some placed in the early 1900s, lasted longer than the present-age sidewalks. Cathy mentioned Napa between Trent and Mission needed repair. Charles said to add Napa between Trent to Sprague. Randy added it to his list.

The meeting was adjourned at 7 pm
The next meeting is 2/27/24 at 6 pm.

Citizen's Transportation Advisory Board

Revised with Minutes under each item:

Agenda for 17 January 2024

Location: Streets Department Conference Room, 901 N Nelson Street Board Members:

- Cliff Winger – Planning Commission Transportation Subcommittee (PCTS)
- Grant Shipley – Bicycle Advisory Board (BAB)
- Lindsey Shaw – District 1 Representative
- Randy McGlenn (Chair) – Pedestrian Traffic and Transportation Committee (PeTT)

All Board Members present; Staff present includes: Clint Harris, Chris Cafaro, Kevin Picanco, Abigail Martin; Guest includes Paul Kropp from Liaison committee of the Community Assembly;

Please note that Grant Shipley was present but had technical challenges with the platform and so participated via text communication

Zoom information for remote attendance:

Web Link: <https://us06web.zoom.us/j/87696824421?pwd=aTZlZHkzUG9lbHVYaldOUXRvOVUzUT09>

Meeting ID: 876 9682 4421

Passcode: 99201

I. Welcome and Introductions

II. Approve Agenda and Minutes

Minutes from last meeting have been approved;

III. Reports

A. Council Liaison

Council is aware of needed membership; process for existing applications has stalled out with Administration/Council turnover; hopeful to get going again and focus on recruitment; Ask that Board members consider the tension between filling all vacancies and what might be a "right size"? (I don't have recommendations at this point, but appreciate the Board continue considering...) Working on formalizing Traffic Calming fund and process and procedures; Council is excited about new, positive working relationships with Administration!

B. BAB

Update on Safe Streets for All and its impact on cycling community and infrastructure; Grant reviewed his residential street assignments and also presented them to the Bicycle Advisory Board and the cycling community was particularly interested in 6th street with an extension to Maple; The BAB was also interested in 27th from Bernard to Jefferson;

C. PeTT

PeTT has been working on expanding its membership; supportive and advocating for the bridge across 195 and maintainance; Chair is working on transition plan and teeing up succession plan;

D. PCTS

Work on bicycle priority map is underway; also received presentation from Erik Lowe on Spokane Reimagined which essentially takes advantage of a core grid in Spokane and enhances Bike/Ped access;

IV. Continued Business

A. Sidewalk Project Update – Kevin Picanco

Read presentation Right to Left

In Process TBD Sidewalk Location

TBD Sidewalks

CTAB Meeting
January 17, 2024

- Driscoll/Alberta/Cochran Sidewalk – 95% Complete
- Haven Sidewalk – Heroy to Rockwell:
 - Contract Award: January, 2024
 - Construction: Spring, 2024

Kevin Picanco P.E., Principal Engineer – Integrated Capital Management



From June, 2023 CTAB Proposed

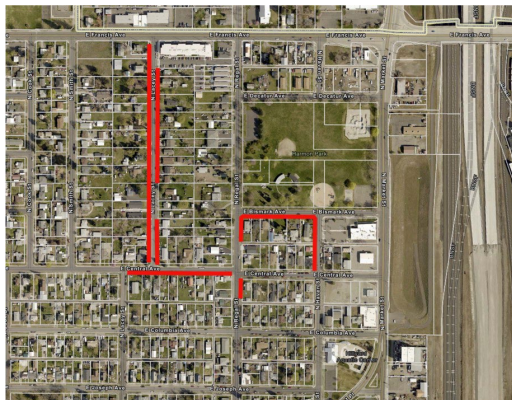
In Process TBD Sidewalk Location

- Driscoll/Alberta/Cochran Sidewalk – 95% Complete
- Haven Sidewalk – Heroy to Rockwell:
 - Contract Award: January, 2024
 - Construction: Spring, 2024

| | District | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
|---|----------|----------|-----------|-----------|-----------|-----------|-----------|
| Current Approved Total (Nov-2022) | | \$25,000 | \$490,000 | \$550,000 | \$450,000 | \$450,000 | \$450,000 |
| PROPOSED Total | | \$25,000 | \$345,000 | \$45,000 | \$800,000 | \$50,000 | \$800,000 |
| Current / Short Term Projects | | | | | | | |
| N. River Dr. Sidewalk- E. of Washington | 3 | \$25,000 | \$340,000 | | | | |
| Driscoll- Alberta - Cochrane- REDISTRIBUTED | 3 | | \$5,000 | \$45,000 | \$600,000 | | |
| Driscoll-Alberta-Cochrane- ADDITIONAL FUNDING REQUEST | 3 | | | | \$100,000 | | |
| Added June, 2023: Haven St. Sidewalk Infill | 1 | | | | \$100,000 | | |
| North Hillyard: Central to Francis Jacey to Market | 1 | | | | | \$50,000 | \$800,000 |



North Hillyard Sidewalks

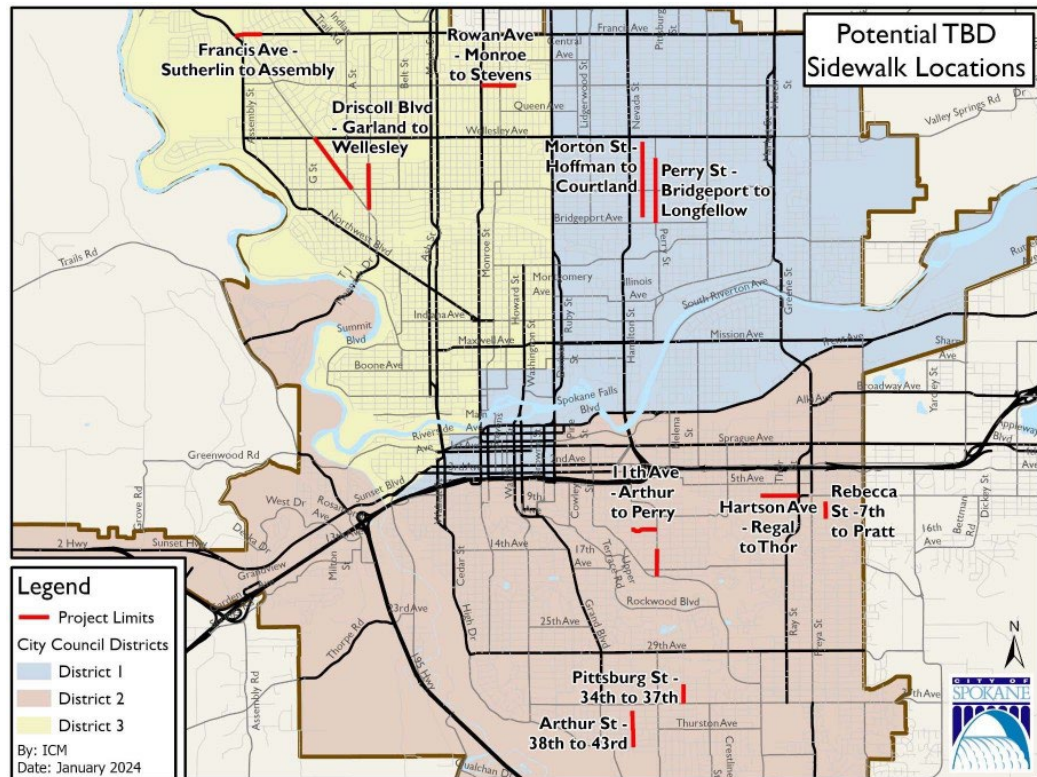


Potential Long Term Projects (10-year Outlook) Updated 2024

| | |
|---|------------|
| Morton St - Courtland to Hoffman | District 1 |
| Perry St. – Bridgeport to Longfellow | District 1 |
| Arthur St - 38th to 43rd | District 2 |
| Perry St. – 14 th to 18 th *** (Grant funded) | District 2 |
| 11th Ave (Grant Park) - Arthur to Perry | District 2 |
| Pittsburg St - 34th to 37th | District 2 |
| Rebecca St - 7th to Pratt Ave | District 2 |
| Hartson Ave - Regal to Thor | District 2 |
| Rowan Ave - Monroe to Stevens | District 3 |
| Francis - Sutherlin to Assembly | District 3 |
| Alberta – Driscoll to Longfellow | District 3 |
| Driscoll – Garland to Wellesley | District 3 |



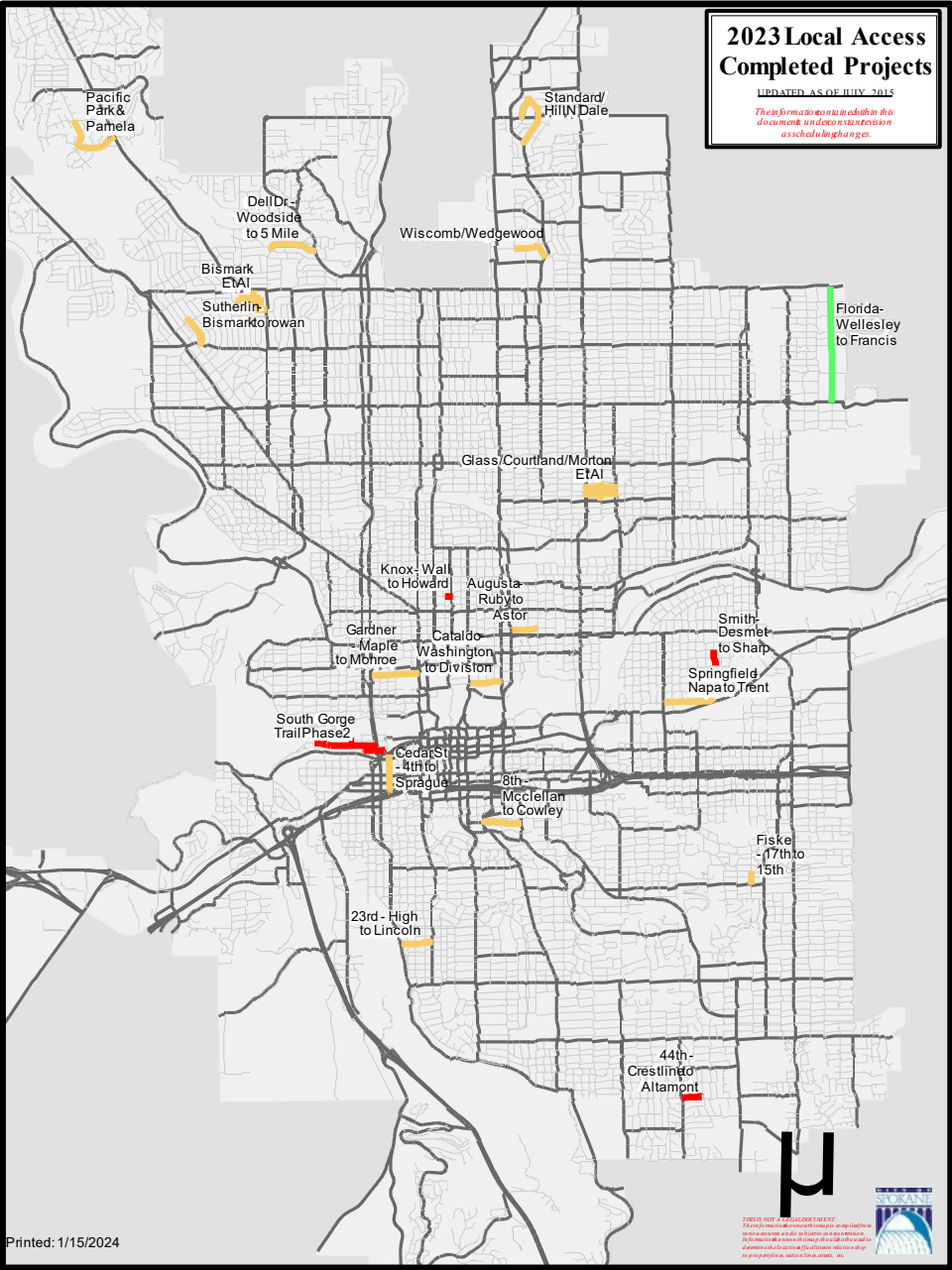
Potential Long Term Projects (10-year Outlook) - Updated 2024



B. Street Project Status Review – Clint Harris / Chris Cafaro 2023 Local Access Completed Projects

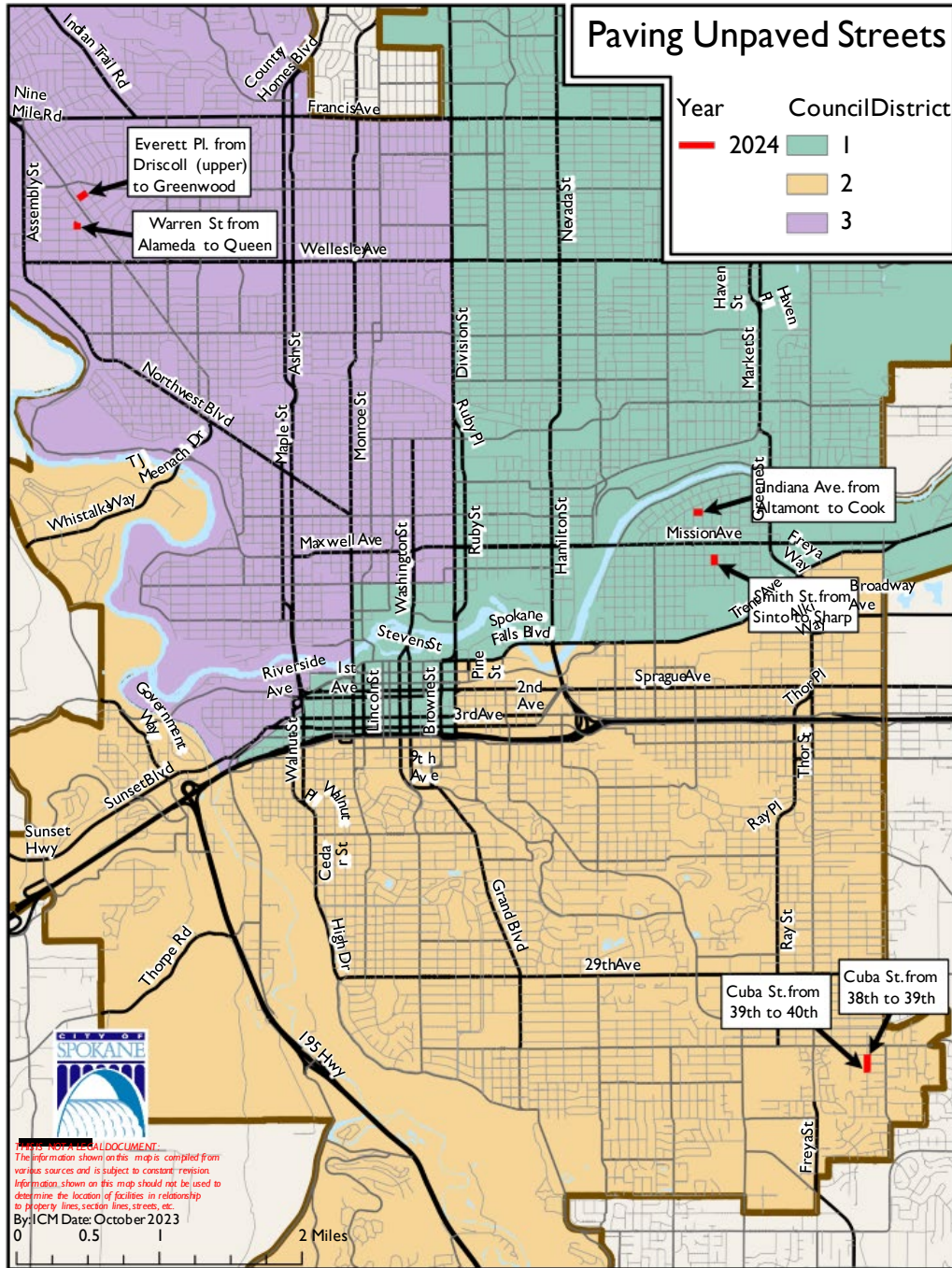
2023 Local Access Completed Projects

UPDATED AS OF JULY 2015
The information in this document is subject to change as scheduled changes.

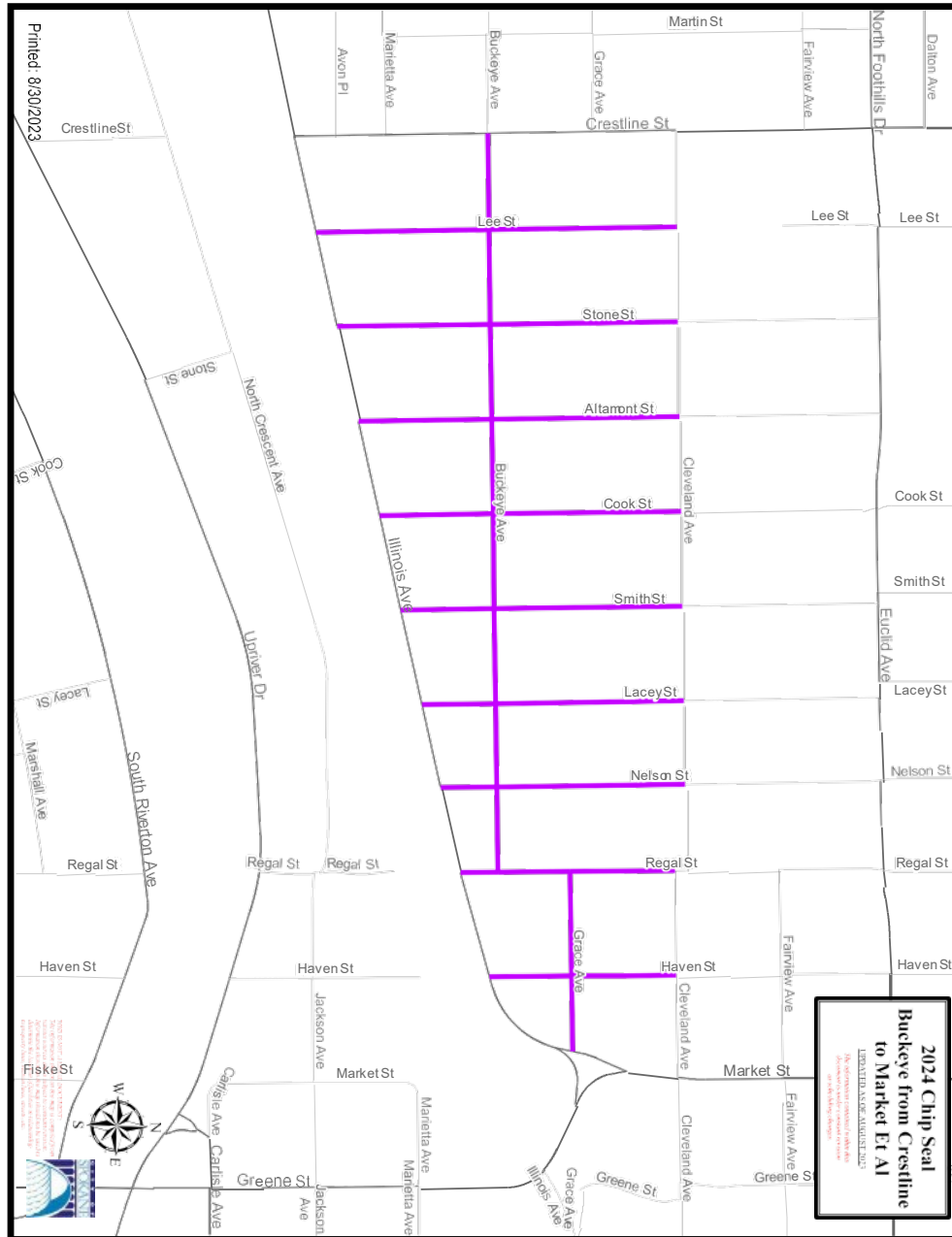


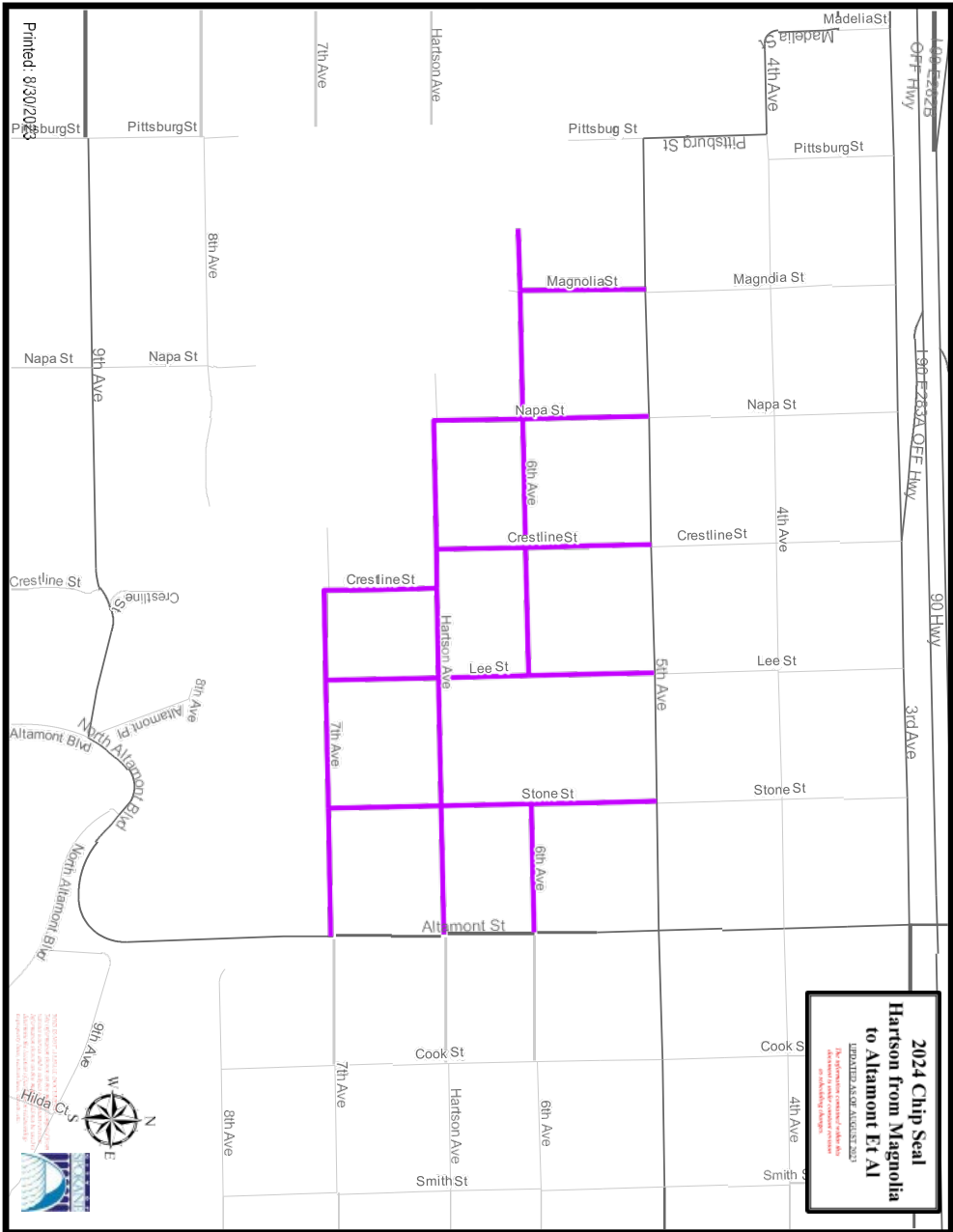
2024 Unpaved Streets

2024 Unpaved Streets - Project #'s: 2024049,050, 51

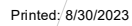


2024 Chip Seal





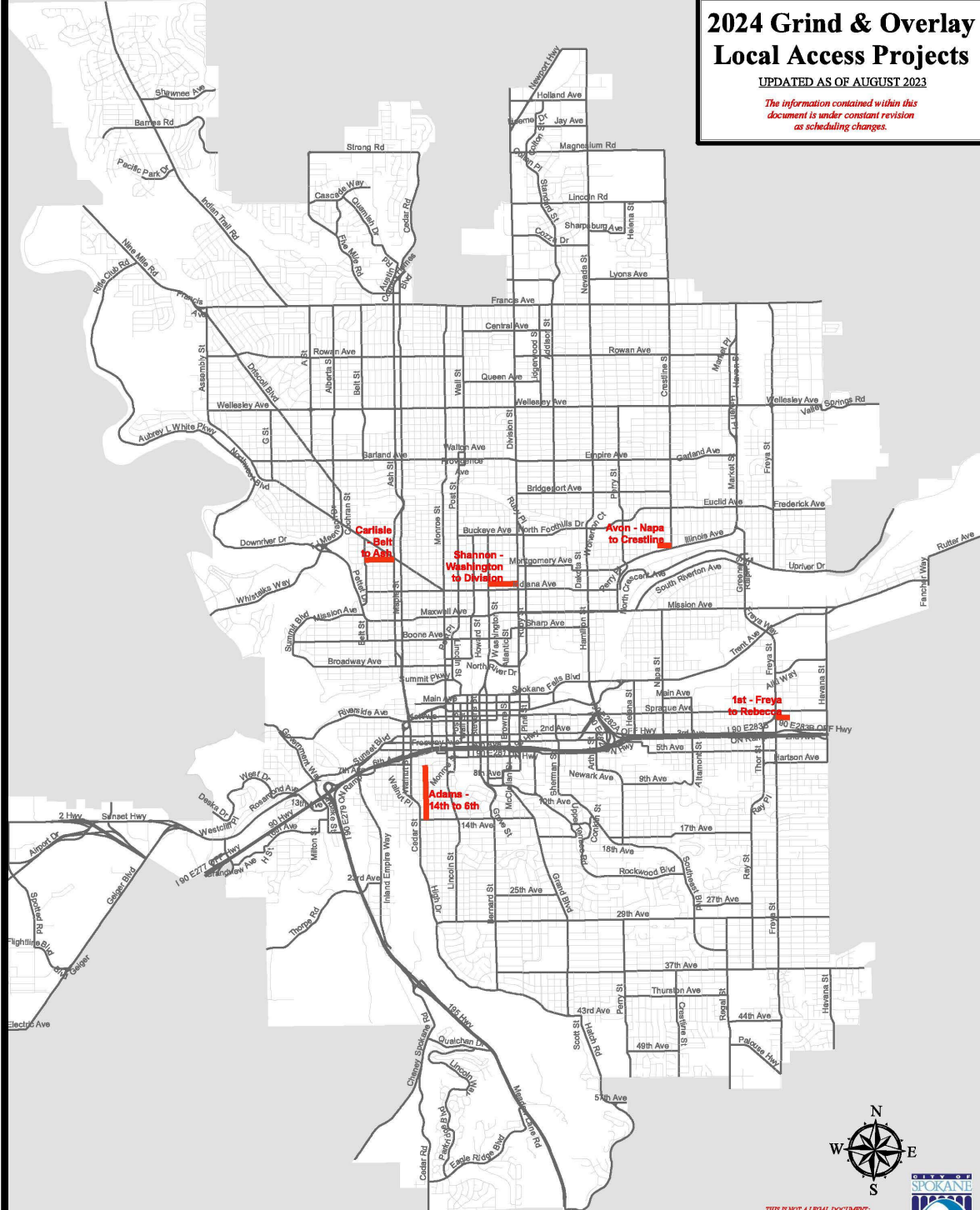
The information contained within this document is under constant revision as scheduling changes.

[illegible]

2024 Grind & Overlay Local Access Projects

UPDATED AS OF AUGUST 2023

The information contained within this document is under constant revision as scheduling changes.



Printed: 8/30/2023

THIS IS NOT A LEGAL DOCUMENT.
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



C. New Business

a. New Business Items 2023 Annual Report Planning – Abbey Martin

With latest slides from Chris and Clint components are largely there, sans dollar amounts; Abbey will set up a meeting with Chris in order to have a draft put together for our February meeting that the board can work from in our meeting; goal to go before PIES and Council approval process in April;

b. New Membership and Training Discussion

Membership recruitment should take a month, hopefully! And the process should no longer be stalled; New Member training (and refreshers/training for current membership) could be on our March meeting;

c. TBD / CTAB Sign – Randy McGlenn

Chair explained genesis of sign concept and desire to link the CTAB with the TBD; Board conversation was supportive of getting the word out in the community about how taxes are used and demonstrating their effect/impact; Will slate for February's agenda so that the Board can co-create signs;

D. Open Forum

NA

E. Adjourn

Meeting adjourned.

CHHS Report for January 2024
Submitted by
Leslie Hope CHHS Liaison to CA
LHope@SpokaneCity.Org

Board education was provided by Kimberly Babb on the Point in Time Count which will occur at the end of January. I briefed the need for volunteers and provided flyers at the January 4, 2024 CA meeting.

The city provided the draft HOME ARP Substantial Amendment and asked the board to update the public comment period. It was brought up that the desire is to use funding for actually building houses and the difficulties developers are having meeting the requirements by HUD to accept the funding. This is a known problem and asking HUD about the possibility of making changes in the requirements was discussed. The comment period was opened for 15 days. A briefing of all public comments will be made to the CHHS board at the February CHHS board meeting. [Draft Home ARP Substantial Amendment](#)

The city presented the draft Citizen Participation Plan and asked the board to open the public comment period for 15 days beginning January 3, 2024. The plan explains how the city will interact with the public for participation in the various lines of funding that HUD provides. CA/CD Chair Andy Hoyer has submitted public comments and will brief the CA at the next meeting. [Draft Citizen Participation Plan](#)

The CHHS Board is planning a 5-hour retreat in April. The retreat is for planning and discussion outside the normal business addressed by the board.

Richard Culton provided the Director's Report for the city. He reported that the 4-month extension of TRAC funding is complete. Dawn Kinder has been appointed by Mayor Brown to be the new Neighborhood Housing and Human Services Director. She started the position on January 11, 2024.

Nicolette Ocheltree provided City Council updates. The council will vote on the new city council liaisons to the CHHS Board in January. There was a discussion and listening session on January 4, 2024, at the Homeless Coalition Meeting.

The Affordable Housing Committee will meet in January to review SSO-Only project parameters.

The RFP Committee will be meeting in January to review lessons learned in 2023. The city council is expected to approve the HHOS recommendations February 5, 2024.

Robert Lippman has resigned from the CoC and will no longer be the CoC Liaison to the CHHS Board. Jeri Rathbun is coordinating with the CoC for his replacement of this non-voting position.

Kelly Burnette has resigned from Spokane City employment. She had been assigned to the 2020 CDBG projects. As a result, there is little movement in the status of these projects. Two new CHHS city employees will be starting in February. Hopefully they can get these projects moving again. Any updates available are in red below.

- Family Promise – Parking lot Safety and Beautification Project – [Contract has been executed and sent to Family Promise. Waiting to hear when they would like to go out for bid. No update to this](#)

- NECC – Security and Safety Improvements – Work is being completed, we are about 2/3rd or the way done. No update to this
- Transitions – EduCare roof and Women’s Hearth Building Improvements – Working on getting bids for the project. No update to this
- WCCC – Heat Pump and Water Replacement – Contract for the AC unit is in place. Invitation to bid for the Doors has been sent out. Contractor who was chosen for the gym fire doors is not registered in SAM which is required before bidding or working on a federal project. On hold until the registration goes through
- ECCC – Window and Sign replacement - Contract has been executed and sent out. Waiting to hear when they would like to go out for bid. No update to this
- SNAP Alexandria Apartments - The carpet replacement award is being combined with their newly award renovation contract. - Contract has been executed and sent out. Waiting to hear when they would like to go out for bid. No update to this

The following contracts are still waiting – information on each project has been provided.

- NEYC – Waiting to hear back if they can complete the project with the funds that have been awarded to them. No update to this

The CHHS Board has vacancies on the Affordable Housing Committee and the Request for Proposal Committee. Applications are online [Committee applications](#). More information about the CHHS Board can be found at [Community, Housing, and Human Services Board](#).

The CHHS Board is recruiting for vacant positions. Please see [the recruitment announcement below](#). This may be slightly different when Brian sends it out but I wanted to get it in the report so people could apply.

Community, Housing, and Human Services Board Member Opportunities

Hope.Community.Advocacy

Are you looking for an opportunity to benefit our community through affordable housing and human services? **The vision of the [Community, Housing, and Human Services Board](#) is to provide opportunities that enhance the quality of life for Spokane’s extremely low- to moderate-income populations.** Board members strive to provide leadership and foster partnerships that support the City’s investments in services, affordable housing and economic opportunities to foster the highest level of self-sufficiency and quality of life for such households.

The membership will reflect a broad range of opinion, experience, and expertise with the object of providing sound advice, representative of the citizenry. To achieve that purpose, it strives to include residents from diverse neighborhoods within the City and County, with diverse professional backgrounds and identities, and citizens active in neighborhood or community affairs.

The board strives to include representatives from diverse communities, backgrounds, lived experiences, and intersecting identities including Black, Indigenous, and People of Color (BIPOC), LGBTQIA2S+, low income and/or the experience of homelessness. Candidates encouraged to apply include those with professional and life experiences such as lived experience with homelessness, persons with experience of disabilities or disabilities service provider, veteran/active military/veteran service provider, aging and/or vulnerable adults, peer support/trusted messengers, K-12 education, university or community colleges, faith community, healthcare, and mental/behavioral health. Youth may also serve as members.

The rewards of being part of a thoughtful, involved and supportive process can be done in an average of 5 to 10 hours per month by attending meetings, networking and researching issues our community faces. Board positions are three-year terms.

We are looking for four board members to join the team, as well as candidates interested in serving as a non-board member on the Board's Evaluation and RFP Committee.

Application deadline is **February 9**, 2024. Submit [applications](#) to Mayor@spokanecity.org.

Plan Commission (PC) Liaison Report

Community Assembly Report, February 1, 2024

Filed by Mary M. Winkes, CA Liaison to the Plan Commission and Vice Chair of the PC Transportation Subcommittee

January 2, 2024, PC Transportation Subcommittee, 9:00 a.m., in person and via WebEx

Topics included:

1. Bicycle Priority Network Study

<https://my.spokanecity.org/projects/bicycle-priority-network/>

2. Spokane Reimagined

<https://www.inlander.com/spokane/spokane-reimagined-info-session/Event?oid=27306333>

January 10, 2024, PC Housing Work Group, canceled

January 10, 2024, PC Meeting, 2:00 p.m. in person and via WebEx

1. Water System Plan

<https://static.spokanecity.org/documents/publicworks/water/draft-water-system-plan-feb-2023.pdf--latest> posted

Now beginning to plan for sewer and stormwater, capital facility plan for 20-year in advance of the 2026 periodic update

Currently doing pre-planning work

2. Comp Plan Amendments Docketing Review—Committee to meet in February but date not set as yet.

Here are the comp plan amendments under consideration including the neighborhoods potentially affected:

As part of its annual Comprehensive Plan Amendment program, the City of Spokane accepted applications from the public between September 1 and October 31 of 2023 for any proposed minor amendments to the Comprehensive Plan. During that period, the City received six applications for amendments to map [LU-1, Land Use Plan Map](#). All proposed amendments are summarized in the following table:

| File # | General Location | Neighborhood | Proposed Change |
|-------------|------------------|---------------------------|--|
| Z23-474COMP | Mission & Sinto | Chief Gary Park | "Mini Center" and "Residential Low" to "Mini Center" and "Office" |
| Z23-475COMP | Lacey Street | Bemiss | "Light Industrial" to "Residential Plus" |
| Z23-476COMP | Eighth Avenue | West Hills | "Office" and "Residential Low" to "General Commercial" |
| Z23-477COMP | Bemis & Sunset | West Hills | "Residential Low" to "General Commercial" |
| Z23-478COMP | Assembly & Bemis | West Hills | "Residential Low" to "General Commercial" |
| Z23-479COMP | Indian Trail | Balboa/South Indian Trail | "Residential Low" to "General Commercial", "Open Space", "Residential Moderate", and "Residential Low" |

The applications in the above table will be considered for inclusion in the 2023/2024 Work Program in a meeting by the Docketing Committee in February 2024. Ultimately, the Spokane City Council will decide in March which of the following applications will be forwarded on for full processing in 2024. This site will be updated with more information as it becomes available. In the meantime, the general process for amendments to the Comprehensive Plan is provided in the drop down below.

If you have any questions or concerns regarding the Comprehensive Plan Amendment process, please contact our Comprehensive Plan team at compplan@spokanecity.org or by phone at [509.625.6500](tel:509.625.6500).

Hearing, January 10, 2024, 4:00 p.m. in person and via WebEx

Centers & Corridors Pedestrian Street designation (SMC 17C.120.030) for a portion of 29th Ave., Martin St. to Fiske St. (Lincoln Heights)

On October 2, 2023, Spokane City Council passed Resolution 2023-0084 adding the review of a pedestrian street designation in the Lincoln Heights neighborhood to the Spokane Plan Commission's work program. The area for consideration of a pedestrian street zoning designation, which is a zoning overlay unique to the Centers & Corridor zoning category, is .66 miles of E 29th Ave between S Martin St and S Fiske St. This stretch of 29th Avenue is consistent with the existing extent of CC1-DC (Center and Corridor, Type 1, District Center) and CC2-DC (Center and Corridor, Type 2, District Center) zoning along E 29th Avenue

The vote was 5-3 to recommend this to City Council.

January 24, 2024, PC Housing Work Group, 1:00 p.m. in person and via WebEx

Legislative Session

January 24, 2024 Plan Commission, 2:00 p.m. in person and via WebEx

1. Plan Commission Year in Review
2. Centers and Corridors Study Update—Policy Recommendations

<https://static.spokanecity.org/documents/projects/centers-and-corridors-study/spokane-cc-update-market-analysis-lcg-2023-12-06.pdf>

3. Land Capacity Analysis Update

As required by WAC 365-196-325.

Likely planning for ca. 1000 new residents each year for the next 10 years or so.

If you haven't already, you might sign up for the Shaping Spokane Update at:

<https://my.spokanecity.org/projects/shaping-spokane-housing/>

For a complete record of all Plan Commission agendas, minutes and related documents, see

<https://my.spokanecity.org/bcc/commissions/plan-commission/>.

Videos of meetings and hearings can be found at: <https://vimeo.com/showcase/2783468>

Housing Action Subcommittee Report

January 18, 2024

Submitted by Kathryn Alexander, CA Liaison

The session was attended by about 15 people.

The entire agenda was to complete the bylaws so they can be approved by City Council. The meeting was used to clarify aspects of the bylaws.

The Purpose

The difference between HAS and CHHS was clarified. HAS is responsible for the oversight and use of 1590 money only. CHHS will still manage federal funds.

The Convening of Meetings

The meetings will be held in the Tribal Meeting room in the lobby, instead of the Briefing room.

Membership

Additional groups were suggested to be included in membership: disabilities, ethnic minorities, etc. A list is being collected by Nicholette to be run by City Council, who will modify the language, as needed.

Applications for Membership

People who have been attending meetings will be grandfathered in, but they do have to resubmit to the website. Nicholette will be contacting everyone who has been attending to ensure no one is off who wants to be on and vice versa. Anyone who is aware of someone who falls into the additional groups discussed, is encouraged to get those names and contact info to Nicholette.

The bylaws were approved, with the changes to be taken by Nicholette to City Hall for the final approval by City Council hopefully by March. City Council will also approve all members.

Out Next Meeting is: Feb 15 at 9:30 am in the Tribal Meeting room.

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| Dec 2024 | | | | | | |
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Key:

Monthly Administrative Committee Meeting. CA Agenda Requests Due.

Monthly Community Assembly Meeting: The Hive, 2904 E. Sprague Ave.

Monthly Community Assembly Meeting: Liberty Park Library, 402 S. Pittsburg St.

CA/CC Joint Meeting Thurs. Feb. 29th, Liberty Park Library, 402 S. Pittsburg St.

Town Hall Meetings: 3/18 – District 1 (NECC). 6/10 – District 2 (MLK). 9/16 – District 3 (WCCC).